EL WAFI

مذكرة الوافــى

جمع وافى و شامل لقواعد اللغة الإنجليزية

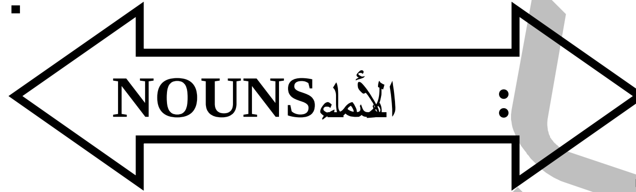
Parts Of Speech

أجزاء الكلام

Word classes

مفردات تكوين الجملة

• **Noun**	أسم
• **Pronoun**	ضمير
• **Verb**	صفة
• **Adjective**	فعل
• **Conjunction**	ظرف / حال
• **Preposition**	حرف عطف (أداة ربط)
• **Interjection word or sound**	لفظة تعجب أو إنفعال



<u>PROPER NOUNS (الاسم العلم)</u>

A PROPER NOUN IS THE NAME OF AN INDIVIDUAL بذاته PERSON فرد TOWN , COUNTRY , RIVER , SEA , COUNTINENT قارة INSTITUTION مؤسسة OPERA , BOOK , SHIP , …………………………………. ETC.

EX. : AHMED / ASIA COUNTINENT

<u>COMMON NOUNS (الاسم المشترك)</u>

A COMMON NOUN IS SHARED BY THE MEMBERS OF A WHOLE CLASS

EX . : MAN , ANIMAL , INSECT , BOOK , CITY , SYSTEM

<u>COLLECTIVE NOUNS (أسم الجماعة)</u>

A COLLECTIVE NOUN DENOTES يدل على A COLLECTION OF PERSONS OR THINGS LOOKED UPON AS ONE ينظر لها على أنها كيان واحد

EX. : COMMITTEE لجنة PARLIAMENT برلمان CROWD حشد , CLASS , FAMILY , AUDIENCE مستمعون

<u>MATERIAL NOUNS (أسم مادة)</u>

A NOUN OF MATERIAL IS FOR SOME PARTICULAR معين KIND OF MATTER مسألة OR SUBSTANCE مادة

EX. : OXYGEN , CLOTH , AIR , WATER , MEAT , GOLD

<u>ABSTRACT NOUNS (أسماء معنوية – تجريدية)</u>

AN ABSTRACT NOUN DENOTES يدل على SOME QUALITY النوعية , STATE الحالة OR ACTION العمل - الفعل

- **<u>QUALITY</u> : CLEVERNESS الذكاء , HEIGHT الارتفاع, COLOUR اللون**
- **<u>STATE :</u> POVERTY الفقر , MANHOOD الرجولة , PLEASURE السعادة , YOUTH الشباب, LOVE الحب , BEAUTY الجمال**
- **<u>ACTION</u> : PLAY لعب , WORK عمل , STUDY مذاكرة , TRIAL محاولة**

COUNTABLE NOUNS الاسماء التى تعد	UNCOUNTABLE NOUNS الاسماء التى لا تعد
COUNTABLE NOUNS CAN BE USED IN THE PLURAL جمع AND ARE USED WITH ((A)) AND ((AN)) WHEN THEY ARE SINGULAR مفرد	تعامل معاملة المفرد و لكن لا يسبقها أداة نكرة **<u>((A))</u> OR <u>((AN))</u>** **THESE NOUNS ARE NOT USUALLY USED IN THE PLURAL**

EVERY STUDENT HAS A BAG HAVE YOU GOT ANY EGGS ? ANY SUITABLE ANSWER CAN DO WHICH COLOUR DO YOU WANT ? THERE ARE NO EGGS LEFT ; NONE AT ALL THERE ARE STILL A FEW TICKETS LEFT	EX. : RAIN مطر , AIR هواء , WATER ماء , SMOKE دخان , BLOOD , TRAFFIC , NEWS أخبار , GLASS زجاج , BAGGAGE متاع , FURNITURE أثاث ملاحظة هامة : الاسماء المعنوية لا تعد ABSTRACT NOUNS ARE ALSO UNCOUNTABLE WHAT LOVELY SCENERY ? ما المشهدالرائع I'M LOOKING FOR WORK ! أنا أبحث عن عمل

NOUNS NORMALLY UNCOUNTABLE IN ENGLISH

ACCOMMODATION	مكان الاقامة	COURAGE	الشجاعة	NEWS	الاخبار
ANGER	الغضب	DAMAGE	الضرر	PARKING	الجراج
ASSISTANCE	المساعدة	DIRT	الوساخات	PERMISSION	إذن بـ / ترخيص
BEHAVIOUR	السلوك	EVIDENCE	الدليل	PRODUCE	المنتج
BUSINESS	العمل	FUN	المرح	RUBBISH	القمامة
CASH	النقد	GRASS	العشب	SEASIDE	شاطيء البحر
CLOTHING	الملابس	HARM	الاذى	SOAP	الصابون
CONDUCT	التصرف	HOMEWORK	الواجب المنزلى	STEAM	البخار
COUNTRYSIDE	الريف	INFORMATION	المعلومات	TRAFFIC	المرور
CUTLERY	لوازم المائدة	KNOWLEDGE	المعرفة	UNDERWEAR	الملابس الداخلية
DANCING	الرقص	LEISURE	الراحة	WEALTH	الثروة
EDUCATION	التعليم	LUCK	الحظ	WORK	المنتج
FOOD	الطعام	MACARONI	المعكرونة		
FURNITURE	الاثاث	MACHINERY	المكينات		
HAIR	الشعر	MONEY	المال		
HELP	المساعدة	MUSIC	الموسيقى		
HOUSEWORK	الشغل المنزلى	NONSENSE	الهراء		
JEWELLERY	المجوهرات	PEEL	القشرة		
LAUGHTER	الضحك	THE POST	البريد		
LIGHTNING	البرق	PROGRESS	التقدم		
LUGGAGE	الامتعة	SCENERY	المنظر / المشهد		
ADVICE	النصيحة	SHOPPING	التسوق		
APPLAUSE	التصفيق	SPAGHETTI	السباجيتى		
BAGGAGE	المتاع	STUFF	المادة		
BREAD	الخبز	TRANSPORT	النقل		
CAPITAL	رأسمال	VIOLENCE	العنف		
CHESS	شطرنج	WEATHER	الطقس		
CHINA	مادة الصينى	MEAT	اللحوم		
COOKERY	فن الطبخ	MUD	الطين		

NOUNS THAT ARE BOTH COUNTABLE AND UNCOUNTABLE

SOME NOUNS HAVE COUNTABLE AND UNCOUNTABLE USAGE WITH A CHANGE OF MEANING

EX. : LIGHT ضوء **, PAPER** ورق**, HAIR** شعر **, COFFEE** قهوة **,**

LIGHT :

- **THE LIGHT OF THE SUN** ضوء الشمس
- **TURN ON THE LIGHTS** أضى المصابيح

PAPER :

- **I BOUGHT A PAPER** أشتريت جريدة
- **I BOUGHT SOME PAPER** أشتريت بعض من الورق

HAIR :

- **THERE'S A HAIR IN MY SOAP** توجد شعرة فى الشوربة الخاصة بى
- **SHE HAS BEAUTIFUL HAIR** هى لها شعر جميل

SINGULAR AND PLURAL
المفرد و الجمع

MOST NOUNS MAKE THEIR PLURAL BU ADDING ((S))

1

A HORSE / HORSES	**A CAR / CARS**
A TREE / TREES	**A SCHOOL / SCHOOLS**
AN EGG / EGGS	**AN APPLE / APPLES**

NOUNS THAT END IN A HISSING الهسهسة **SOUND MAKE THEIR PLURAL BY ADDING ((ES))**

2

BRUSH	**BRUSHES** فرشاة
BOX	**BOXES** صناديق
CHURCH	**CHURCHES** كنائس
INCH	**INCHES** بوصات
FOX	**FOXES** ذئاب
DRESS	**DRESSES** فساتين

MOST NOUNS THAT END IN ((O)) FROM THEIR PLURAL

3

A POTATO	**POTATOES** طماطم
A HERO	**HEROES** أبطال
A MOSQUITO	**MOSQUITOES** ناموس

NOUNS THAT END IN ((F)) OR ((FE)) GENERALLY MAKE THE PLURAL BY CHANGING THE ((F)) OR ((FE)) INTO ((VES)) LIKE THIS :

LEAF ورقة	LEAVES
HALF نصف	HALVES
WOLF ذئب	WOLVES
WIFE زوجة	WIVES
KNIFE سكين	KNIVES
THIEF حرامى	THIEVES
LOAF رغيف	LOAVES



4

NOUNS THAT END IN ((A CONSONANT حرف غير متحرك – ثابت + Y)) MAKE THE PLURAL BY CHANGING THE ((Y)) INTO ((IES))

الاسماء المنتهية بحرف Y و لا يسبقها حرف متحرك تتغير الى IES

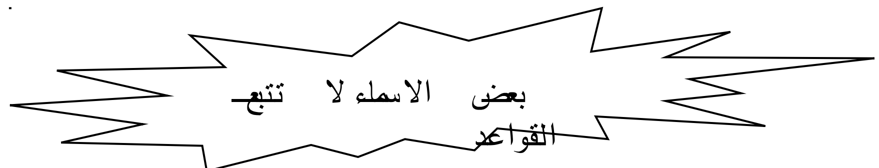
BABY	طفل	BABIES
LADY	سيدة	LADIES
FLY	ذبابة	FLIES
ARMY	جيش	ARMIES
CITY	مدينة	CITIES
COUNTRY	بلد	COUNTRIES
INDUSTRY	صناعة	INDUSTRIES
BODY	اجسام	BODIES
STORY	قصص	STORIES

5



SOME NOUNS DO NOT FOLLOW THE RULES :

6



SINGULAR	PLURAL

MAN	رجل	MEN
WOMAN	أمرأة	WOMEN
CHILD	طفل	CHILREN
SHEEP	قطيع غنم	SHEEP
PERSON	شخص	PEOPLE
FOOT	قدم	FEET
TOOTH	سنة	TEETH
OX	فأر	OXEN
DEER	غزال	DEER
GOOSE	أوزة	GEESE

NOUNS ALWAYS PLURAL

7

TROUSERS بنطلون
JEANS جينز
SHORTS نقائص
PYJAMAS بيجامة
SCISSORS مقص
GLASSES النظارات
SPECTACLES الاقداح
POLICE الشرطة

EX. :
I NEED A NEW PAIR OF TROUSERS
I NEED SOME NEW TROUSERS

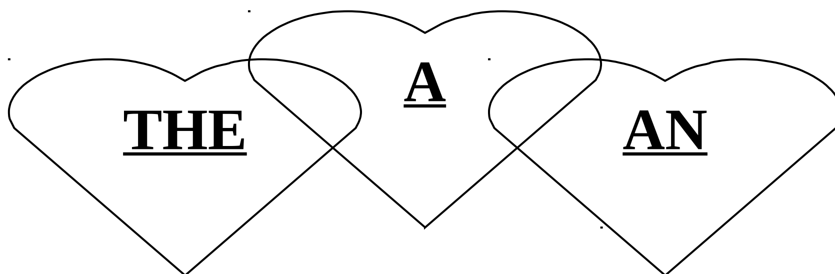
NOUNS ENDING IN ((S)) BUT ARE SINGULAR

8

MATHEMATICS رياضيات
ECONOMICS الاقتصاد
GYMNASTICS الجمباز
NEWS الاخبار
PHYSICS علم الطبيعة
ATHLETICS الالعاب الاولمبية

EX. :
WHAT TIME IS THE NEWS ON T.V. ?
ATHLETICS IS MY FAVOURATE SPORT .

ARTICLES أدوات المعرفـــــــــة و التنكيـــــر



THE IS CALLED THE DEFINITE ARTICLE تسمى أداة المعرفة

1-WEIGHTS AND MEASURES الاوزان و المقاييس

- **PETROL IS SOLD BY THE LITRE**

2-MUSICAL INSTRUMENTS الادوات الموسيقية

- **CAN YOU PLAY THE PIANO**

3-A CLASS OF PEOPLE , ANIMALS , OR THINGS فئة من الناس أو الحيوانات أو الاشياء

- **THE MAN IN THE STREET IS FINDING LIFE INCREASINGLY DIFFICULT** إنّ الرجلَ في الشارعِ يَجِدُالحياةَ صعبةَ جداً
- **THE WHALE IS IN DANGER OF DYING OUT** الحوت في خطرِ إنقِراض
- **THE DEEP FREEZER HAS MADE LIFE EASIER FOR HOUSEWIVES**

سهّلتْالمُجمَّدةُ العميقة الأمور على ربّات البيوت

4-RIVERS , SEAS , MOUNTAIN RANGES الانهار – البحار – سلاسل الجبال

5-ORGANISATIONS , INSTITUTIONS المنظمات و المؤسسات

6-BEFORE ADJECTIVES OF QUALITY USED AS PLURAL NOUNS :

GOOD/BAD/POOR/SICK/OLD/LIVING/DEAD

1. **THE RICH SHOULD HELP THE POOR**
2. **AFTER THE BATLLE** المعركة **THEY BURIED** دفنوا **THE DEAD**
3. **THE OLD** كبار السن **RECEVIE PENSIONS** المعاشات
4. **THE YOUNG** الشباب **OFTEN GET IMPATIENT** غير صبور **WITH THEIR PARENTS**

7-BEFORE SUPERLATIVES قبل صفات التفضيل القصوى

- **AUGUST IS THE HOTTEST MONTH OF THE YEAR**
- **MONA IS THE MOST BEAUTIFUL GIRL I'VE SEEN**

8-UNIQUE OBJECTS الاشياء الفريدة من نوعها

SUN , EARTH , MOON , SKY , NORTH , SOUTH , EAST , WEST

- **THE EARTH GOES ROUND THE SUN**

9-BEFORE A NOUN MADE DEFINITE BY A PHRASE OR CLAUSE

قبل أي اسم تم جَعله مؤكَّد مِن قِبل أي عبارة أَو جملة

- **I KNOW THE BOY THAT YOU MET .**
- **WAS SHE THE GIRL IN BLUE ?**

10-BEFORE A NOUN ALREADY MENTIONED قبل أي اسم ذَكرَ

- **HIS CAR STRUCK A TREE YOU CAN STILL SEE THE MARK ON THE TREE**

11-TO REPRESENT A PARTICULAR PERSON , ANIMAL OR THING

لتَقديم أي شخص معيّن أو حيوان أَو شيء

- **WE SENT FOR THE DOCTOR . (OUR OWN DOCTOR)**
- **ESSA IS IN THE GARDEN . (THE GARDEN OF HER HOUSE)**
- **PLEASE PASS THE BOTTLE . (THE ONE ON THE TABLE)**

12-TO DISTINGUISH BETWEEN PEOPLE , THINGS , ETC.

للتَمييز بين الناسِ،أشياء، الخ.

- **WHICH AHMED DO YOU WANT THE AHMED WITH RED HAIR OR THE AHMED FROM THE SOUTH**

أَيّأحمد تُريدُ أحمد بالشَعرِ الأحمرِأَو أحمد مِنْ الجنوبِ؟

- **HE THINKS HIMSELF THE "NAPOLEON" OF OUR TIMES .**

يُفكِّر نفسه نابليون زماننا .

- **SHE IS THE " OM KALTHOUM " OF OUR TOWN .**

هى " أم كلثوم " بلدتنا .

USES OF ((A)) / ((AN))

تستخدم الاداه **(AN)** قبل الاسم المفرد الذى له جمع و يبدأ بحرف متحرك **(A-E-I-O-U)**

- **AN EGG**
- **AN APPLE**
- **AN ORANGE**

إذا كان الاسم المفرد يبدأ بحرف **(H)** ساكن نسبقه بالاداة **(AN)** و ليس **(A)**

- **AN HOUR**
- **AN HEIR** وريث

تستخدم الاداة النكرة**(A)** قبل الاسم المفرد الذى له جمع و يبدأ بحرف ساكن

- **A BOOK**
- **A TEACHER**
- **A CAR**

اذا كان الاسم المفرد يبدأ بحرف **(U)** ناطق نسبقه بالاداة **(A)** و ليس **(AN)**

- **A UNIVERSITY**
- **A UNIFORM**

A DOG IS AN ANIMAL
A CAT CAN CATCH A MOUSE

A COW HAS HORNS
AN ELEPHANT NEVER FORGETS

قبل اسم مفرد له جمع

HE IS A TEACHER
HE IS AN OFFICER

المهـــــن

A COUPLE
A HUNDRED
A DOZEN
A THOUSAND
A LOT OF
A MILLION
A GREAT DEAL OF

عبارات عددية معينة

FIVE PENCE A KILO

النسبة - السرعة - الثمن

TEN PENCE A DOZEN
SIXTY KILOMETRES AN HOUR
FOUR TIMES A DAY

AN EXCLAMATION BEFORE SINGULAR COUNTABLE NOUNS :
الصياح / الاندهاش

WHAT A HOT DAY !
WHAT A PRETTY GIRL !
SUCH A PITY ! شوية شفقة / رحمة

ONE

الصفة **ONE** لا يمكن استخدامها محل أدوات النكرة **A / AN** تستخدم بقصد عدد واحد لا غير ,,,

ONE SHOTGUN IS NO GOOD , I NEED TWO OR THREE.
HERE'S ONE OF HER FRIENDS , OTHER FRIENDS WILL BE APPEAR TOO.

لا يمكن استعمال **A / AN** كضمير . لكن يمكن استعمال **ONE** كضمير ,,,

I'D LIKE A PEPSI .
I'D LIKE ONE .

تستعمل **ONE** قبل الكلمات **DAY-WEEK-MONTH** عندما تروى شيئا حدث ,,,

ONE DAY , A TELEGRAM ARRIVED
ONE NIGHT , THERE WAS A TERRIBLE STORM .

و لكن **A / AN** تدل على شئ عام ,,,

A RAINY DAY IS VERY COMMON IN ENGLAND .

APOSTROPHE ((' S)) / OF

تستخدم **'S** الملكية عندمايكون الاسم الاول (المضاف اليه) شخص أو حيوان
تستخدم **OF** إذا كان الاسم الاول (المضاف اليه) جمـــــــــــــــــاد

- **THE MANAGER'S OFFICE**
- **AHMED'S DAUGHTER**
- **A POLICEMAN'S HAT**
- **A HORSE'S TAIL**
- **THE DOOR OF THE ROOM**

جمــلة خـــــطأ :
THE ROOM'S DOOR (X)

- **THE BEGINNING <u>OF</u> THE STORY**

تستخدم **S‘** أو **OF** اذا كان الاسم الاول **(** المضاف اليه **)** أسم جمعى يدل على مجموعة من الناس .

THE **<u>GOVERNMENT'S</u>** DECISION = THE DECISION OF THE GOVERNMENT
THE **<u>COMPANY'S</u>** SUCCESS = THE SUCCESS OF THE COMPANY

تستخدم **S‘** اذا كان الاسم الاول **(** المضاف اليه **)** أسم للتجمع البشرى .

THE <u>CITY'S</u> NEW THEATRE
THE <u>WORLD'S</u> POPULATION
<u>BRITAIN'S</u> SYSTEM OF GOVERNMENT
<u>ITALY'S</u> LARGEST CITY

تستخدم **S‘** مع الكلمات الدالة على الوقت أو الفترات الزمنية .

<u>TOMORROW'S</u> MEETING HAS BEEN CANCELLED
HAVE YOU STILL GOT <u>LAST</u> <u>SATURDAY'S</u> NEWSPAPER ?
I'VE GOT A <u>WEEK'S</u> <u>HOLIDAY</u>
I'VE GOT <u>THREE</u> <u>WEEK'S</u> HOLIDAY

<u>لاحظ أن</u>

اذا كان الاسم الاول **(** المضاف اليه **)** جمع ينتهى بحرف **S** نضع النبرة على **’S** للجمع و الملكية معا **.**

I NEED EIGHT HOURS' SLEEP A NIGHT
MY <u>SISTERS'</u> ROOM <u>(MORE THAN ONE SISTER)</u>
MY <u>SISTER'S</u> ROOM <u>(ONE SISTER)</u>

EX. :

IT WASN'T MINE . IT WAS <u>MARY'S</u>
هو ما كَانَ لي. هو كَانَ لماري
WE MET AT THE <u>GROCER'S</u>
إجتمعنَا في البقالِ
ALL THE <u>BIRD'S</u> NESTS WERE DESTROYED
كُلّ أعشاش الطيرَ حُطّمتْ
THEY'VE GONE FOR A <u>MONTH'S</u> HOLIDAY
ذهبوا لعطلة الشهر
THE TREE WAS THERE AT A <u>STONE'S</u> THROW
الشجرة كانت على مرمى حجر
<u>BELIEVERS'</u> FEAR GOD
ايها المؤمنون خافوا ا

PERSONAL PRONOUNS
الضمائر الشخصية

ضمائر الفاعل

(<u>I</u> – <u>He</u> – <u>She</u> – <u>It</u> – <u>You</u> – <u>We</u> – <u>They</u> (

I GO TO SCHOOL
HE IS A STUDENT
THEY ARE CLEVER
SHE GOES TO SCHOOL
I WANT MORE

تأتى فى أول الجملة قبل الفعل

YOU SAID THAT
SHE NEEDN'T COME
WE WEREN'T TOLD ANYTHING
THEY HAVE BEEN SET ASIDE

I WOULDN'T GIVE IT TO A MAN <u>SUCH AS HE</u>
I HAVE NEVER SEEN A BEAUTIFUL GIRL <u>SUCH AS SHE</u>

يأتى ضمير الفاعل بعد **SUCH AS** فى الاسلوب الكتابى أو الرسمى

OBJECT PRONOUNS
ضمائر المفعول أو المجرور

(<u>Me</u> – <u>Him</u> – <u>Her</u> – <u>It</u> – <u>You</u> – <u>Us</u> – <u>Them</u> (

ALI IS MY FRIEND . I SAW HIM YESTERDAY
THIS IS NOHA . I LOVE HER VERY MUCH
I GO TO SCHOOL WITH HER

بعد الفعل أو يسبقها حرف جر

DON'T BLAME ME لا تلومنى
DON'T WORRY HER لا تشغل بالها
DON'T DISTURB HIM لا تزعجه
DON'T TEASE HER لا تعاكسها

فى المحادثات

LET HIM HAVE SOMETHING TO EAT
HE SAT BETWEEN ME AND HER
THERE WAS NOBODY THERE EXCEPT ME
I SAW NOBODY BUT HER

بعد **EXCEPT , BUT**

WHAT ! ME FIGHT A BIG CHAP LIKE HIM
FANCY ! HIM DYING SO YOUNG AND HIM ONLY THIRTY

التعجب

It

- ضمير غائب لغير العاقلو هو فاعل و مفعول به . أما الملكية فهى **ITS**
- **IT IS A CAT , ITS TAIL IS LONG**
- و تستعمل للتعبير عن الوقت و المسافة و الطقس و درجة الحرارة
- **IT'S HOT TODAY**
- **WHAT TIME IS IT ? IT'S SIX O'CLOCK**
- **HOW FAR IS IT TO ALEX. ? IT IS 200 KILOMETERS**
- **IS IT RAINING . IT IS FINE TODAY**
- **WHAT IS THE DATE ? IT IS THE THIRD OF MARCH**

- **IT IS BETTER TO BE EARLY**
- **IT IS EASY TO UNDERSTAND SUCH REASONS**
- و تستعمل فى جملة بعينها (بشكل معين)
- **IT WILL BE POSSIBLE TO REACH THE PLANETS**
- **IT IS STRANGE THAT HE HASN'T RETURNED YET**
- **IT IS HOPED THAT HE WILL PASS THE EXAM**
- **IT IS TIME TO GO**
- **IT IS USELESS TO DENY** انها عديمة الفائدة للأنكار
- **IT WAS KIND OF YOU TO HELP ME**
- **IT SEEMS THERE WILL BE A WAR IN THE ARES**
- **IT APPREARS SO**
- **IT'S NO GOOD WASTING YOUR TIME**
- **IT'S NO USE CHEATING ME** لا داعى لأن تغشنى
- **IT ISN'T WORTH COMPLAINING** أنها لا تساوى الشكوى

IT	IS OR WAS	صفة	OF	أسم علم أو ضمير مفعول	TO	المصدر

IT WAS KIND OF HIM TO HELP ME

إستعمال **SO** كضمير

- **I THINK SO .** أظن ذلك
- **I BELIEVE SO .** أعتقد ذلك
- **I WAS TOLD SO .** قيل لى ذلك
- **I'M AFRAID SO .** أخشى أن الامر كذلك
- **SO AND SO .** فلان و علان **YOU WILL TELL .**

POSSESSIVE PRONOUNS

ضمائر الملكية

صفات ملكية – يليها أسم المملوك

THIS IS MY BOOK
THIS IS YOUR BOOK
THIS IS HIS BOOK
THIS IS HER BOOK
THIS IS OUR BOOK
THIS IS THEIR BOOK

ضمائر ملكية – تقوم بذاتها

THIS BOOK IS MINE
THIS BOOK IS YOURS
THIS BOOK IS HIS
THIS BOOK IS HERS
THIS BOOK IS OURS
THIS BOOK IS THEIRS

ALI IS MY FRIEND HE IS A FRIEND OF MINE

NOHA IS HIS SISTER SHE IS A SISTER OF HIS

- **ضمير ملكية TO BE أو ضمير مجرور BELONG TO**

- **THAT HOUSE BELONGS TO HER**

THAT HOUSE IS HERS

- **THIS CAR BELONGS TO ME**

THAT CAR IS MINE

REFLEXIVE PRONOUNS
ضمائر إنعكاســية

- **AS AN OBJECT** مفعول

I RESPECT MYSELF
SHE WASHED HERSELF
HE ENJOYED HIMSELF
WE DIDN'T PREPARE OURSELVES FOR THAT
ONE HAS TO DEPEND ON ONESELF

- **TO EMPHASIZE THE SUBJECT** لتوكيد الفاعل.و يأتى بعد الفاعل أو المفعول

PRESIDENT MUBARAK HIMSELF OPENED THE CONFERENCE
I WRITE THE LETTER MYSELF
SHE CLEANED THE ROOM HERSELF

DEMONSTRAIVE
الاشــــــــــــارة

THIS	(هنا – هذه) قريب
THESE	(هؤلاء) قريب
SUCH	كذلك
SO	كذلك

THAT	(ذلك– تلك) بعيد
THOSE	(هؤلاء –) بعيد
ONE(NONE)	أحد– لا. أحد
THE SAME	نفس الشئ - المثل

- **This film is nice**
- **This is a nice film**
- **That car is expensive**
- **That is my car**

- **These books are interesting**
- **These are my books**
- **Those pupils are my friends**
- **Those are my school friends**
- **Don’t be in such a hurry** لا تكون فى عجلة من أمرك
- **Such is life** هكذ الحياة

INTERROGATIVE
الاستفهـــــــام

WHO ?
WHO BROKE THE WINDOW ?
WHO IS THE LEADER ?

السؤال عن الفاعل العاقل مفرد أو جمع أو مذكر أو مؤنث

WHOM ?
WHOM DID YOU MEET YESTERDAY ?
WHOM DID YOU RECOMMEND ?

السؤال عن المفعول العاقل
مفرد أو جمع أو مذكر أو مؤنث

WHOSE ?
WHOSE ARE THESE BOOKS ?
WHOSE IS THIS ?

السؤال عن المالك العاقل
مفرد أو جمع أو مذكر أو مؤنث

WHICH ?
WHICH DO YOU PREFER , TEA OR COFFEE ?
WHICH OF THEM CAN YOU TRUST ?

السؤال عن الاختيار بين بدائل عاقلة
أو غير عاقلة مفرد أو جمع أو فاعل
أو مفعول

WHAT ?
WHAT IS THIS ?
WHAT DO YOU EAT ?

السؤال عن الاشياء عموما
مفرد / جمع / مذكر / مؤنث

RELATIVE PRONOUNS
ضمائر الوصــل

WHO – WHOM – WHICH – THAT – WHOSE – AS – BUT

1- **WHO** يعود على فاعل عاقل أو جمع أو مؤنث و يعقبه مباشرة
- **I SAW A FAT MAN . HE COULD NOT WALK**

I SAW A FAT MAN WHO COULD NOT WALK
- **THE PUPIL SUCCEEDS EVERY YEAR . HE IS CLEVER**

THE PUPIL WHO IS CLEVER SUCCEEDS EVERY YEAR

2- **WHOM** تعود على المفعول به أو المجرور العاقل مفرد و جمع مذكر و مؤنث
- **THAT IS THE BOY . I MET HIM ON FRIDAY**

THAT IS THE BOY WHOM I MET ON FRIDAY

- **I KNOW THAT GIRL . YOU SPOKE TO HER**

I KNOW THAT GIRL WHOM YOU SPOKE TO

3- **WHICH** تعود على الفاعل أو المفعول به غير العاقل المفرد أو الجمع

- **THIS IS THE TRAIN . IT MADE THE ACCIDENT**

THIS IS THE TRAIN WHICH MADE THE ACCIDENT

ممكن حذف **WHICH** و أستبدالها بـ **THAT**

THIS IS THE TRAIN THAT MADE THE ACCIDENT

4- **WHOSE**

للملكية عاقل أو غير عاقل و تحل محل ضمير الملكية أو **S** الملكية

I KNOW THE MAN . HIS WEALTH ثروته **IS GREAT**

I KNOW A MAN WHOSE WEALTH IS GREAT

I SAW A MAN . THE MAN'S CAR MADE AN ACCIDENT

I SAW A MAN WHOSE CAR MADE AN ACCIDENT

5- **AS**

تستعمل **AS** كأسم موصول عندما يسبقها كلمة **SAME** أو **AS** أو **SUCH**

- MEET ME AT THE **SAME** PLACE **AS** YOU DID YESTERDAY
- THIS IS THE **SAME** THING **AS** YOU ASKED FOR
- THIS IS NOT **SUCH** A GOOD RESULT **AS** I HOPED
- I NEVER SAY **SUCH** THINGS **AS** YOU DO
- **AS** MANY PEOPLE **AS** WORKED WERE GIVEN FOOD

6- **BUT**

تستعمل **BUT** كأسم موصول و لكن للنفى بمعنى ((و لكن))

- **THERE IS NO ONE BUT REGRETS HIS DEATH** لا أحد إلا و حزن على وفاته
- **THERE IS NO ONE WHO DOES NOT REGRET HIS DEATH**
- **THERE IS NO PLANT BUT REQUIRES WATER**
- **THERE IS NO PLANT WHICH DOES NOT REQUIRE WATER**

7- **THAT**

يمكن أن تحل محل **WHO** أو **WHICH** و لا تحل محل **WHOSE**

يجب أستخدام **THAT** بعد **ANY** أو **THE ONLY** أو **IT** أو **ALL** أو بعد صفة التفضيل القصوى

- **ANY MAN IS A FOOL . HE LISTENS TO YOU**

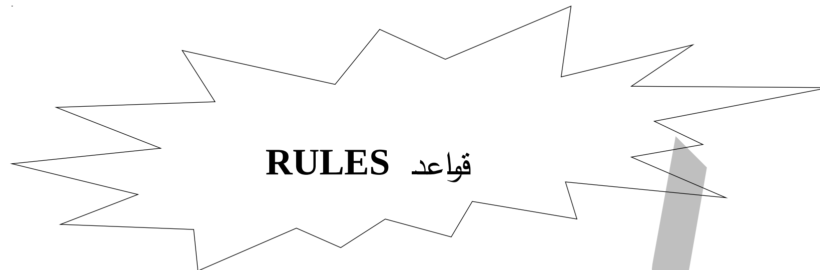
ANY MAN THAT LISTENS TO YOU IA A FOOL

- **SHE IS THE FINEST WOMAN . SHE EVER LIVED**

SHE IS THE FINEST WOMAN THAT EVER LIVED

- **HE IS THE ONLY PUPIL . HE HAS GOT THE PRIZE**

HE IS THE ONLY PUPIL THAT HAS GOT THE PRIZE



- **NEVER USE A PERSONAL PRONOUN IN THE SUBORDINATE CLAUSE :**

لا تستعمل أى ضمير شخصى فى الجملة الملحقة

THIS IS GARDEN WHICH I WALKED IN **(IT)** YESTERDAY (((((**WRONG**)))))
THIS IS GARDEN WHICH I WALKED IN YESTERDAY (((((**CORRECT**)))))

- **NEVER USE A PREPOSITION BEFORE (THAT) , AS A RELATIVE PRONOUN :**

أبداً لا يَستعملُ أي حرف جرّ قبل **(** ذلك **)** ، كضمير موصول

THIS IS THE GARDEN **(IN)** THAT I WALKED (((((**WRONG**)))))
THIS IS THE GARDEN THAT I WALKED IN (((((**CORRECT**)))))

- **NEVER USE (WHAT) AFTER (ALL) :**

أبداً لا يَستعملُ **(**ماذا**)** بعد **(** كُلّ**)**

THIS IS ALL **(WHAT)** I WISH (((((**WRONG**)))))
THIS IS ALL THAT I WISH (((((**CORRECT**)))))
THIS IS ALL I WISH (((((**CORRECT**)))))

ADJECTIVES

AN ADJECTIVE IS A WORD WHICH QUALIFIES A NOUN الصفة كلمة تصف الاسم فقط....

KINDS OF ADJECTIVES

QUALITY
- **a nice day – a fast train – a beautiful girl**

SIZE
- **a big car – a small boy**

AGE
- **a new handbag – a young man – a lifelong friendship**

TEMPERATURE
- **a cool evening – a hot country**

SHAPE
- **a round table – a square tray**

COLOUR

- **blue eyes – grey hair – a white horse**

ORIGIN

- **a Japanese camera – a Swiss watch**

QUANTITY

- **some sugar – little water – many people**

Suffixes ملحقات **and Prefixes** بدايات **to form Adjectives** تضاف للأسم لتكوين صفة

able :changeable - valuable

ible :possible - visible

ful :useful – faithful - grateful

less :useless - harmless

y :stormy – muddy - noisy

ive :expensive - active

ous :dangerous - enormous

t :distant

تستعمل صفة المقارنة بعد بعض الكلمات مثل :

Much	كثير
considerably	إلى حدً كبير
slightly	بعض الشّيء
the ……the …..	ال..........ال....

- Much richer
- Considerably hotter
- Slightly heaver
- The more you work , the more you gain

بعد صفة التفضيل القصوى غالبا تستعمل **in** للأماكن / **of** للأشخاص :

Mona is the most beautiful girl in the class
Ahmed is the best of the three boys

تستعمل الاسماءأحيانا كــصفات :

A woman doctor
A police woman
Town hall
A tooth brush
Cairo tower
A horse race

يستعمل أسم الفاعل أحيانا كــصفة **(v+ing)**

The smiling girl
The amusing story

يستعمل أسم المفعول – التصريف الثالث - أحيانا كــصفة

a broken window
an educated man

a gifted girl فتاة موهوبة

<u>الصفات التالية يتبعها **For**</u>

	أذى – غير صالح
s	خطر
	صعب
	سهل
	غالي
	صحّي
	ضروري
le	عصري

It's	adjective	for

It's boring for some people to work in noisy places
It's dangerous for children to play with fire

<u>الصفات التالية يتبعها **That**</u>

	مُتَأَكِّد
	واضح
	فضولي
	على سبيل – تقريبا - شبيه
	من المحتمل
	المُفَاْجَئة
	الصدق
	واضح

It's	adjective	that

<u>الصفة **interesting** يجوز أن يتبعها **that or for**</u>

I would be interesting for you to study on abroad

أنا سَأكُونُ شغوف لَك أَنْ أَدْرسَعلى الخارج

It's interesting that he made you that offer

أنها إثارة أن يقدم لك هذا العرض .

<u>الصفة عادة لا تنتهى بـــ **ly**</u> و إنما الظرف أو الحال

adverb		Adjective	
Quickly	سريعا	quick	سريع
Slowly	بطيئا – ببطئ	slow	بطئ
Wonderfully	بإدهاش – مدهشا	wonderful	مدهش
beautifully	بجمال	beautiful	جميل

- My father smoke heavily
- My father is a heavy smoker
- He drives will
- He is a good driver

sense verbs تأتى الصفة بعد أفعال الحس

This flower smells nice
This food tastes good

Adjectives ending in ((…………..ly))

Friendly	ودّي
Lively	بحيوية
Elderly	مسن
Lonely	وحيد
Silly	سخيف
Lovely	رائع
Fatherly	أبوي
Motherly	بحنان
Sisterly	أخوي
Deadly	بشكل مميت
Cowardly	بجبن
Ugly	قبيح

He is a silly person
He is always cowardly in the face of danger
He is a friendly man
His behaviour towards his students is fatherly
She acts in a lovely manner
She gave me a motherly smile .

Some Adjectives Are Followed By a "Preposition" Or A "Prepositional Phrase"

بعض الصفات تتبع بحرف جر أو عبارة جر

At			For		
	Amazed	مندهش		Eager	متلهّف
	Amused	مُسَلًى		Famous	مشهور
	Astonished	متعجّب		Fit	يلائم
	Shocked	مَصْدُوم		Good	جيد
	Surprised	مُفاجئ		Grateful	ممتن
	Bad	سيئ		Tate	تايت
	Brilliant	رائع		Prepared	مُسْتَعِدّ
	Clever	ذكي		Qualified	مؤهّل
	Expert	الخبير		Ready	جاهز
	Good	جيد		Sorry	آسف

Preposition	Adjective	Meaning
	Hopeless	يائس
	Quick	بسرعة
	Sad	حزين
	Weak	ضعيف
To	Accustomed	مُتَعَوِّد
	Attentive	فطن
	Blind	الستارة
	Clear	واضح
	Close	الإنتهاء
	Contrary	مضاد
	Due	الحقّ - مستحق
	Faithful	مخلص
	Harmful	ضارّ
	Inferior	التابع
	Married	مُتَزَوِّج
	New	جديد
	Peculiar	غريب
	Responsible	مسؤول
	Sensitive	حسّاس
	Similar	مماثل
	Superior	الرئيس
	Thankful	متشكّر
	Used	مستعمل
From	Absent	غائب
	Different	مختلف
	Safe	السلامة
	Separate	منفصل

Preposition	Adjective	Meaning
	Suitable	مناسب
	responsible	مسؤول
About	Angry	غاضب
	Annoyed	مُنزعَج
	Anxious	مُتَلَهِّف
	Certain	مُتَأَكَّد
	Clear	واضح
	Curious	فضولي
	Doubtful	مريب
	Excited	متحمّس
	Glad	مسرور
	Happy	سعيد
	Hesitant	متردد
	Honest	صادق
	Mistaken	مخطئ
	Puzzled	مشوّش
	Sad	حزين
	Selfish	أناني
	Sensitive	حسّاس
	Serious	جدّي
	Sorry	آسف
	Sure	متأكّد
	Suspicious	مريب
	Uneasy	مضطرب
	Worried	قلق
	wrong	خاطئ

Preposition	Adjective	Meaning
Of	Afraid	خائف
	Ahead	للأمام
	Ashamed	خجلان
	Aware	مدرك
	Capable	قادر
	Certain	مُتَأَكَّد
	Confident	واثق
	Conscious	الضمير.
	Envious	حسود
	Fond	مولع
	Full	كامل
	Guilty	مذنب
	Independent	مستقل
	Jealous	غيور
	Proud	فخور
	Sick	مريض
	Sure	متأكّد
	Suspicious	مريب

Preposition	Adjective	Meaning
With	Angry	غاضب
	Annoyed	مُنزعَج
	Busy	مشغول
	Concerned	مَعْني
	Contented	قانع
	Delighted	مسرور
	Disappointed	خائب الأمل
	Disgusted	مُقرَف
	Familiar	مألوف
	Patient	المريض
	Pleased	مسرور
	satisfied	راضي

	Tired	مُتعِب			
On	Dependent	التابع	**In**	Experienced	مجرّب
	Keen	متحمّس		Interested	مهتمّ
Against	Prejudiced	مُضرَ			
	Leaning	المَيْل			

- Responsible to a senior مسئول أمام الرئيس
- Responsible for a family مسئول عن أسرة

Adverbs
الظــــروف

الظرف هو كلمة تصف الحالة أو الفعل أو ظرف أخر و عادة يكون إجابة لسؤال كيف ؟ أين ؟ متى ؟

How does he write ?
- **He write badly**

Where does he live ?
- **he lives here**

when did he arrive ?
- **he arrived yesterday**

معظم الظروف تتكون بإضافة ly الي الصفة ...

Late	متأخرا	**lately**	أخيراً / حديثاً
Hard	بجد	**Hardly**	بالكاد / يكاد – لا
High	عالي	**Highly**	بشكل بالغ
Just	تواً	**Justly**	بالعدل
Free	مجاناً	**Freely**	بحرية / بدون قيود
most	الأكثر	**mostly**	فى معظم الأحوال

Late	صفة	The train was late She returned in the late afternoon
Late	ظرف	He arrived late this morning Have you seen Ahmed lately

Hard	صفة	Iron is hard This question is too hard
Hardly	ظرف	He works hard We hardly know each other I was angry that I could hardly speak

		• **<u>Hardly ever = almost never</u>** I'm always at home in the evening . I hardly ever go out I almost never go out in the evening • **<u>Hardly any = almost no ; almost not ; very little</u>** We've got hardly any food We've got almost no food We've got very little food

High	صفة	The mountain is very high
Highly	ظرف	They climbed high The plane view high above the mountain He's risen high in the world
Highly	ظرف	She's very highly paid They spoke very highly of them He was highly placed

Just	صفة	Just a moment I have just seen him
Justly	ظرف	In accordance with justice He was justly punished for his crimes

Free	صفة	You are free to do as you wish This is a free country
Freely	ظرف	You can speak quite freely in front of me , I can't tell any one what you say

Most	صفة	He spends most of his time traveling This is the most comfortable hotel in the town
Mostly	ظرف	She uses her car mostly for her job My friends are mostly teachers

<u>Well</u>

- **she speaks English <u>well</u>**
- **they speak <u>well</u> بالخير of him at school**
- **well = in good health**
- **well – known مشهور**
- **well – educated مثقف**
- **well – dressed حسن الزى**

<u>Good</u>

- **Good at = clever at ماهر**
- **Good for = useful مفيد**
- **Good to = kind / helpful طيب /**
- **It's a good day for a swim**
- **Milk is good for babies**
- **She's always been very good to me**

<u>Adverbs of manner ظرف الحالة</u>

The journey was very slow
- We traveled slowly

Hassan is a careful driver
- He drives very carefully

<u>Adverbs of time ظرف الزمان</u>

- Yesterday , I went to the cinema

<u>I went to the cinema yesterday</u>

- Nabil is going to have lunch here this evening

<u>You can speak to him then</u>

<u>(((ظرف زمان يوضع قبل الفعل)))</u>

Soon / just / already

Ahmed will soon be here
He's just arrived
She's already cooked the dinner

Adverbs of place ظرف المكان

Here , There , Somewhere , In

- I saw a policeman standing there yesterday

THE INFINITIVE
المصـــــــدر

المصدر ليس له فاعل و لا إفراد أو جمع و لا تدخل عليه أداة المضارع (S) أو الماضى (ED)
و المصدر إما يكون مسبوق بـــ TO أو بدون TO أو مصدراً على هيئة PARTICIPLE

TO GO للذِهاب
TO BE GOING لكي يَذْهبَ
TO BE GONE لكي يُختَفي
TO HAVE GONE أنْ ذَهبَ

I WANT GO
I EXPECT THEM TO BE GOING SOON
I WANT THE WORK TO BE DONE WITH CARE

As a subject كفاعل
- to err is human
- to live is to suffer
- to read gives pleasure

As an object كمفعول
- I hate to interrupted
- I like to sit in the sunshine

After a noun or pronoun بعد أسم أو ضمير
- He gave me some money to spend
- It's time to go home

After an adjective بعد صفة
- He's difficult to please
- Milk is good to drink
- It's nice to see you

- يأتى المصدر مع **to** مباشرة بعد أفعال معينة

Agree	وافقْ	Forget	إنسَ	Propose	إقترحْ
Arrange	رتّبْ	Hesitate	تردّدْ	Refuse	يرفض
Attempt	المحاولة	Hope	الأمل	Remember	تذكّرْ
Care	العناية	Learn	تعلّمْ	Regret	الأسف

Cease	الوقف	Like	مثل	Seem	يبدو
Consent	الموافقة	Manage	يدير	Swear	يقسم
Decide	قرّرْ	Neglect	الإهمال	Try	يحاول
Determine	قرّرْ	Prepare	إستعدّ	Used	مستعمل
Fail	الفشل	Promise	الوعد	Undertake	تعهّدْ

- **He promised to do his best**
- **We hope to start early**
- **He managed to solve the problem**
- **He tried to climb the tree**
- **He used to play football when he was young**
- **I like to play music**

- يأتى المصدر بعد الافعال التى تعبر عن الامر و الرغبة و الطلب و الاذن

Advise	إنصحْ	Invite	إدعُ	Urge	الحافز
Allow	إسمحْ له	Oblige	إلتزمْ	warn	حذّرْ
Permit	الرخصة	Order	الطلب		
Remind	ذكّرْ	Request	الطلب		
Compel	أرغمْ	Show how	يعرض كيف		
Encourage	شجّعْ	Teach	علّمْ		
Forbid	مُحَرَّم	Tell	أخبرْ		
Instruct	مُرْ	tempt	أغرِ		

- **I ordered the servant to clean the room**
- **He told me to meet him at seven**
- **He allowed me to stay longer**
- **I showed her how to make a cake**

- يأتى المصدر بعد هذه الافعال مباشرة أو بعد مفعولها

Ask	إسألْ	hate	الحقد	mean	يقصد
beg	إستجدْ	Intend	ينوى	Prefer	فضّلْ
expect	توقّعْ	love	الحبّ	want	يريد

- **I want to leave**

- **I want him to leave**
- **I expect to be there**
- **I expect him to be there**

- يأتى المصدر بعد ضمائر الوصل

<u>Whom-which-what-how-where-when</u>

- **I can't see <u>whom</u> to tell**
- **I can't se <u>whom</u> to tell**
- **I know well <u>what</u> to do**
- **She doesn't know <u>how</u> to make pizza**
- **They didn't decide <u>where</u> to go**
- **They don't know <u>when</u> to arrive**

Helping verbs الافعال المساعدة

1 TO BE 1

مضارع	ماضى	أسم مفعول	أسم فاعل
PRESENT	**PAST**	**PAST PARTICIPLE**	**…SENT PARTICIPLE**
AM-IS-ARE	**WAS- WERE**	**BEEN**	**BEING**

THERE IS NO TIME FOR JOKING
THE WEATHER IS COLD TODAY
I AM READING NOW
HE WAS PLAYING IN GARDEN
THE FOOD WAS EATEN
WE ARE TO START EARLY
HE WAS TO COME EARLY
IT WAS KIND OF YOU TO HELP ME
I HAVE BEEN TO LUXOR
SHE IS GOING TO HOME
HE IS GOING TO PREPARE THE PARTY

<u>IS BEING / ARE BEING / WAS BEING / WERE BEING يأتى بعدها صفة</u>

HE'S BEING ANGRY
THEY WERE BEING NAUGHTY

2 TO HAVE 2

مضارع	ماضى	أسم مفعول	أسم فاعل
PRESENT	PAST	PAST PARTICIPLE	
HAVE-HAD	HAD	HAD	…AVING

HE HAS A CAR
I HAD A BATH
I HAD A SWIM
HE HAD A BAD COLD
I HAVE TO WORK HARD
THEY HAD TO CHANGE THE PLAN
YOU HAVE A STRONG CHARACTER
WE HAD JUST BEGUN THE WORK
I HAD THE ROOM CLEANED

HAVE GONE TO - سافر و لم يعد – مازال بالسفر
MY FATHER HAS GONE TO LONDON
HE HAS GONE TO PARIS

هامـــة
جداً جداً

HAVE BEEN TO - سافر و عاد من السفر – سبق له السفر
MY FATHER HAS BEEN TO LONDON
HE HAS BEEN TO BENHA

3 TO DO 3

مضارع	ماضى	أسم مفعول	أسم فاعل
PRESENT DO/DOES	**PAST** DID	**PAST PARTICIPLE** DONE	**PRESENT PARTICIPLE** DOING

I DO MY WORK
I DO NOT PLAY TENNIS
HE DOESN'T LIKE COFFEE , DOES HE ?
YOU BROKE THE CUP , DIDN'T YOU ?

للطلب بألحاح و الرجاء
DO TRUST ME
DO HELP ME THIS TIME

للتاكيد على الفعل
HE DOES TRY HARD
HE DID LOVE THAT GIRL
I DID DO MY BEST

للنهى عن القيام بفعل معين
DON'T SMOKE HERE
DON'T OPEN THE DOOR

نهاية الجزء الاول

THE SIMPLE PRESENT TENSE

زمن المضارع البسيط

المضارع البسيط هو نفس شكل الفعل فى المصدر بدون **(TO)** و لكنه يتميز بإضافة حرف **(S)** له إذا كان الفاعل مفرد خلاف المتكلم أو المخاطب **(HE-SHE-IT)**

- **Ahmed plays football well**
- **He plays in the garden**
- **The sun shines in the morning**
- **It gives us heat and light**

إذا كان الفعل ينتهى بـــ **(ss , sh , ch , x)** نضيف له **(es)**

- **He goes to school every day**
- **She watches the match on T.V.**

إذا كان الفعل ينتهى بـــ **(y)** يسبقها حرف ساكن تحول الى **(ies)**

- **He carries a bag (carry)**
- **She studies hard (study)**

إذا كان الفعل ينتهى بـــ **(y)** يسبقها حرف متحرك **(a , e , i , o , u)** فلا تغيير

- **He obeys his father (obey)**
- **She says the truth (say)**

يستخدم للتعبير عن العادات و الروتين المتكرر و كثيرا ما نستخدم **(** ظروف التكرار **)** التى توضع قبل الفعل **:**

Always	دائماً	Generally	عادة
Usually	عادةً	**Rarely**	نادراً
Often	كثيراً ما	**Scarcely**	نادراً
Sometimes	أحياناً	**Frequently**	بشكل متكرر
Every day	كل يوم		

Ahmed <u>always</u> wear<u>s</u> dark glasses .
He <u>usually</u> come<u>s</u> late .

THE SIMPLE PRESENT TENSE IN THE NEGATIVE
النفى للزمن المضارع البسيط

إذا كان الفعل بدون **(S)** المفرد الغائب نستعمل المصدر + **DON'T**

- I PLAY TENNIS
- I DON'T PLAY TENNIS

- WE SPEAK ENGLISH
- WE DON'T SPEAK ENGLISH

إذا كان الفعل به **(S)** المفرد الغائب نحذفها و نستعمل المصدر + **DOES NOT**

- HE PLAYS TENNIS
- HE DOESN'T PLAY TENNIS

- SHE SPEAKS ENGLISH
- SHE DOES NOT SPEAK ENGLISH

INTERROGATIVE الاتفهام فى المضارع البسيط

إذا كان الفعل بدون (S) المفرد الغائب نستعمل (المصدر + الفاعل + DO)

- I SPEAK ENGLISH .
- DO YOU SPEAK ENGLISH ?

إذا كان الفعل به (S) المفرد الغائب نحذفها و نستعمل) المصدر + الفاعل + DOES)

- HE LIVES WITH HIS PARENTS
- DOES HE LIVE WITH HIS PARENTS ?

OR

- WHO(M) DOES HE LIVE WITH ?

ANSWER الإجابة فى المضارع البسيط

DO YOU SPEAK ENGLISH ?
-YES , I DO. NO , I DON'T.
DOES HE LIVE WITH HIS PARENTS ?
-YES , HE DOES. NO , HE DOESN'T.

The present continuous tense
زمن المضارع المستمر (الان)

تكوينه: am / is / are + (v + ing)

كلماته:
Now – at the moment – at present
Still – look – listen – take care - hurry

1- للتعبير عن حدث يجرى الان :

I am reading now
We are sitting now
Listen , someone is knocking at the door
Look , a bird is flying
Take care ! a car is coming
She is still cooking the meal
At the moment we are listening to the radio
Hurry ! the bus is coming

2- للتعبير عن نشاط حالى لم يتم و ليس بالضرورة أن يقع لحظة الكلام :

I am reading a novel by Nageeb Mahfouz this days
The committee اللجنة is considering موضع اهتمام the case القضية

3- للتعبير عن النية للقيام بشئ أو حدث لم يقع :

I am going to the cinema tonight

لا يستعمل مع الافعال الاتية الخاصة بـ (الحواس الخمسة – التفكير – العاطفة – الملكية – الافعال المساعدة)

الحواس SENSES	SEE	شاهدْ	العاطفة EMOTION	WANT	يريد
	HEAR	إسمعْ		DESIRE	الرغبة
	SMELL	الرائحة		REFUSE	يرفض
	NOTICE	المُلاحظة		FORGIVE	إغفرْ له
التفكير THINKING	REALISE	أدركْ		WISH	الأمنية
	KNOW	إعرفْ		CARE	العناية
	UNDERSTAND	إفهمْ		HATE	الحقد
	MEAN	يقصد - يعنى		LOVE	الحبّ
	SUPPOSE	إفترضْ		LIKE	مثل
	BELIEVE	إعتقدْ		DISLIKE	الكراهية
	REMEMBER	تذكّرْ	الملكية POSSESSION	OWN	يملك
	RECOLLECT	تذكّرْ		OWE	يعود لــ
	FORGET	إنسَ		BELONG	مملوك لـ
	RECALL	الإستدعاء		POSSESS	أمتلك
	TRUST	الثقة			
	MIND	العقل			

BE – HAVE – DO – CAN – MUST – WILL .... أيضا لا يستعمل مع الافعال الاتية

THE PRESENT PERFECT TENSE

المضارع التام

التكوين

HAVE / HAS + (P.P)

أمثلة	الكلمات	الاستعمالات
- HE HAS JUST GONE OUT	JUST	يعبر عن حدث أكتمل تواً
- I HAVE READ THE INSTRUCTIONS BUT I DON'T UNDERSTAND THEM		يعبر عن حدث تم فى الماضى و لكن له أثر حالى
- I HAVE LIVED HERE FOR THREE YEARS		يعبر عن حدث بدأ فى الماضى و لا يزال مستمر حتى الان
- THERE HAS BEEN A LOT OF CHANGE RECENTLY . - HE HASN'T FINISHED YET	ALREADY LATELY RECENTLY YET	يستعمل مع الكلمات التالية
- I HAVE NOT SEEN HIM SINCE YESTERDAY	SINCE	يستعمل مع SINCE كحرف جر
• I HAVE NOT SEEN HIM SINCE HE WENT TO LUXOR • I HAVE BEEN HERE SINCE I LEFT SCHOOL	SINCE	يستعمل مع SINCE اذا جاءت رابط فى جملة فيها فعلان فيوضع الذى بعد SINCE فى الماضى البسيط و الفعل الاخر فى المضارع التام

• **WE HAVE LIVED IN LUXOR FOR TEN YEARS** • **WE LIVED THERE FOR TEN YEARS**		تستعمل FOR و معناها لفترة كامل من الزمن - و عندما تستعمل FOR مع الماضى البسيط تدل على فترة زمنية منتهية ....
• **HE HAS NEVER LEARNT ENGLISH** • **HAVE YOU EVER SEEN AN INDIAN FILM ?**	**NEVER** **EVER**	يستعمل فى النفى مع NEVER يستعمل فى الاستفهام مع EVER

<u>لاحظ لا تستخدم **FOR** مع **ALL**</u>

- **WE LIVED THERE TEN YEARS .**

ALL DAY – ALL MORNING – ALL WEEK – ALL MY LIFE
I'VE LIVED HERE ALL MY LIFE . <u>(NOT . FOR MY LIFE)</u>

THE PRESENT PERFECT CONTINUOUS TENSE
المضارع التام المستمر

التكوين

HAVE BEEN / HAS BEEN + VERB + ING

أمثلة	الكلمات	الاستعمالات
I am sorry I'm late. Have you been waiting long ? **I've been waiting for an hour , and that fool of a typist still hasn't turned up**		يستعمل لإظهار طول المدة أستغرقها حدث بدأ فى الماضى و لا يزال مستمراً
I have been working all the day	**Live** **Wait** **Stay** **Read**	يستعمل مع الافعال التى من شأنها الاسترسال الزمنى

	Sleep **Study**	
He has been working all the day **She has been sleeping all morning**	**Since** **For** **All day**	يستعمل مع الكلمات الاتية

المقارنة بين زمن المضارع التام و المضارع المستمر

المضارع التام : حدث أنتهى تواً

It has rained for two hours
It stopped raining just now

المضارع التام المستمر : حدث قد يكون لم يتنهى بعد

It has been raining for two
(perhaps it's still raining(
(perhaps the rain has stopped)

The simple past tense
الماضى البسيط

التكوين

يتكون الماضى البسيط من (التصريف الثانى للفعل) بإضافة **ed** للفعل الذى لا ينتهى بحرف **e** و بإضافة **d** فقط للفعل الذى ينتهى بحرف **e** ما عدا الافعال الشاذة التى لها تصريفات خاصة ....

أمثلة	الكلمات	الاستعمالات
I went to the cinema yesterday	**Yesterday** **Last night** **Last week** **Last year** **Ago** **Once** **Just now**	يستعمل الماضى البسيط مع الكلمات التالية
I went to the cinema yesterday		يعبر عن حدث وقع و أكتمل فى الماضى فى وقت محدد
I often walked to the office		حدث كان يتكرر وقوعه فى الماضى
• **He used to smoke a lot** • **The ancient Egyptians lived on agriculture**		عادة أو أسلوب لم يعد قائماً
In olden times the Arabs buried their daughters alive		عرف أو تقليد كان متبع فى الماضى
The train was ten minutes late		يعبر عن حدث وقع و أكتمل فى الماضى و الوقت غير مذكور
My father worked in that bank for ten years . **He lived in Alexandria for a long time**		واقعة شغلت فترة من الزمن و لم تعد قائمة ألأن

يأتى الماضى البسيط بعد **if only** أو **wish** ليعبر أن أمنية فى الوقت الحاضر مطلوبة و غير متحققة ...

- **I wish I saw Ahmed now**

I wish I had enough money . I would buy a car

و إذا جاء بعد **wish** أو **if only** ماضى تام فإنه يعبر عن أمنية كانت مطلوبة فى الماضى و لم تتحقق ....

- **I wish I had seen Ahmed yesterday**

(I'm sorry I didn't see Ahmed yesterday)

- **I wish I had had enough money . I would have bought a car .**

يأتى الماضى البسيط قبل أدوات الربط الاتية :



- **I saw the film after I had written the letter**

يأتى الماضى البسيط بعد **since**

- **I haven't seen Ahmed since he went to Tanta**

يأتى الماضى البسيط بعد **than** فى جملة **no sooner**

- **She had no sooner seen the thief than she cried**

يأتى بعد **when** فى جملة **hardly**

- **she had hardly reached the station when she changed her mind**

يأتى فى جملة **if**

- **If** ... not run fast and so will miss the train**)**

The past continuous tense
الماضى المستمر

(Was / were + (verb+ing

- **I was playing**
- **They were swimming**

- للتعبير عن حدث استطال فى الماضى لبعض الوقت

- **He was living in brazil**
- **What were you doing at 10 o'clock last night**

- الماضى المستمر يعنى أن الحدث لم يكن قد أنتهى

- **Mona was cooking the dinner**

- حدث وقع فى الماضى و أثناء حدوثه وقع حدث أخر و ربما يتوقف الفعل الاول بسببه أو ظل مستمراً

- **Mona burnt her hand when she was cooking the dinner**
- **It was raining when I got up**

- الفرق بين الماضى المستمر و الماضى البسيط

- **When Ahmed arrived , we were having dinner**

(we had already started dinner before ahmed arrived

- **when Ahmed arrived , we had dinner**

(Ahmed arrived and then we started dinner

The past perfect tense
الماضى التام

التكوين

Had +(pp)

I had eaten my breakfast

للتعبير عن حدث ماضى كان قد تم قبل حدث ماضى أخر

When I arrived at the party , Ahmed had already gone home .

Hassan didn't want to come to the cinema with us because he had already seen the film twice .

إذا استعملنا **when** ذلك معناه أن الحدث الاول أكتمل وقوعه قبل أن يبدأ الحدث الثانى

When we had eaten , we began to watch T.V
When I had seen the car , h bought it .

يستعمل الماضى التام بعد **after** و قبل **before** فى الجمل التى زمنها ماضى

He returned home after he had left the office
I had already finished my work before my friends arrived

يستعمل الماضى التام مع أدوات الربط

No sooner بمجرد ما أن - **Till (until)** حتى - **As soon as** حالما

- **He refused to go until he ha seen all papers**
- **As soon as I had eaten I left the house**
- **She had no sooner seen the accident than she fainted** أول ما شافت الحادثة غابت عن الوعى
- **He had no sooner seen her than his face lit up** أول ما شافها وشه نور

THE PAST PERFECT CONTINOUS TENSE
الماضى التام المستمر

التكوين

HAD BEEN + (VERB + ING)

*** I HAD BEEN WORKED** أنا كُنْتُ قَدْ أ شْتغُلت

- يستعمل هذا الزمن للتعبير عن حدث كان مستمر فى الماضى حتى حدوث فعل ماض أخر

I HAD BEEN WORKED IN A SHOP FOR YEARS BEFORE I GOT THIS JOB

- يستعمل للتعبير عن حدث فى الماضى أستغرق تكراره وقتاً

SHE HAD BEEN TRYING TO GET HIM ON THE PHONE

- لا يستعمل مع الافعال التى ليس لها مضارع مستمر ما عدا **WISH / WANT**

THE BOY WAS DELIGHTED WITH HIS NEW BICYCLE . HE HAD BEEN WANTING ONE FOR A LONG TIME.

- الفرق بين الماضى التام المستمر و الماضى التام :

WHEN I LOOKED OUT OF THE WINDOW , THE SUN HAD BEEN RISING . ((IT HAD NOT BEEN FULLY RISING))

WHEN I LOOKED OUT OF THE WINDOW , THE SUN HAD RISING . ((IT WAS UP THERE IN FULL))

CONJUGATION OF COMMON IRREGULAR VERBS

تصريفات الافعال الشاذة الشائعة

PRESENT	MEANING	PAST	PAST PARTICIPLE
AWAKE	يستيقظ	AWOKE	AWOKE
BEAR	يلد – يولد	BORE	BORN
BEAR	يحمل	BORE	BORNE
BEAT	يهزم – يضرب	BEAT	BEATEN
BECOME	يصبح	BECAME	BECOME
BEGIN	يبدأ	BEGAN	BEGUN
BEND	يثنى – ينثنى	BENT	BENT
BID	يأمر	BADE	BIDDEN
BIND	يربط	BOUND	BOUND
BITE	يعض – يقضم	BIT	BITTEN
BLEED	ينزف	BLED	BLED
BLOW	يعصف – يهب	BLEW	BLOWN
BREAK	يكسر	BROKE	BROKEN
BREED	يربى	BRED	BRED
BRING	يحضر – يأتى بـ	BROUGHT	BROUGHT
BROADCAST	يذيع	BROADCAST	BROADCAST
BUILD	يبنى	BUILT	BUILD
BURN	يحرق	BURNT	BURNT

BURST	ينفجر – ينطلق	BURST	BURST
BUY	يشترى	BOUGHT	BOUGHT
CATCH	يمسك	CAUGHT	CAUGHT
CAST	يلقى	CAST	CAST
CHOOSE	يختار	CHOSE	CHOSEN
CLING	يتعلق بـ	CLUNG	CLUNG
COME	يأتى	CAME	COME
COST	يكلف – يساوى	COST	COST
CREEP	يزحف	CREPT	CREPT
CUT	يقطع	CUT	CUT
DEAL	يتعامل	DEALT	DEALT
DIG	يحفر	DUG	DUG
DO	يفعل	DID	DONE
DRAW	يرسم – يجر	DREW	DRAWN
DRINK	يشرب	DRANK	DRUNK
DRIVE	يقود – يدفع	DROVE	DRIVEN
DWELL	يقطن	DWELT	DWELT
EAT	يأكل	ATE	EATEN
FALL	يسقط – يقع	FELL	FALLEN
FEED	يطعم – يغذى	FED	FEED
FEEL	يشعر	FELT	FELT
FIGHT	يحارب	FOUGHT	FOUGHT
FIND	يجد	FOUND	FOUND
FLEE	يهرب	FLED	FLED
FLY	يطير	FLEW	FLOWN
FORGET	ينسى	FORGOT	FORGOTTEN
FORGIVE	يعفو عن	FORGAVE	FORGIVEN
FREEZE	يتجمد	FROZE	FROZEN
GET	يحصل على	GOT	GOT
GIVE	يعطى	GAVE	GIVEN
GO	يذهب	WENT	GONE
GRIND	يطحن	GROUND	GROUND
GROW	ينمو – يصبح	GREW	GROWN
HANG	يشنق	HANGED	HANGED
HANG	يعلق	HUNG	HUNG
HEAR	يسمع	HEARD	HEARD
HIDE	يخفى	HID	HIDDEN
HIT	يضرب	HIT	HIT
HOLD	يمسك	HELD	HELD
HURT	يؤذى	HURT	HURT
KEEP	يحفظ – يحتفظ بـ	KEPT	KEPT
KNEEL	يركع	KNELT	KNELT
KNOW	يعرف	KNEW	KNOWN

LAY	يضع	LAID	LAID
LEAN	يسند – يستند	LEANT	LEANT
LIE	يرقد	LAY	LAIN
LIE	يكذب	LIED	LIED
LEAD	يقود	LED	LED
LEAP	يقفز	LEAPT	LEAPT
LEARN	يتعلم	LEARNT	LEARNT
LEAVE	يترك	LEFT	LEFT
LEND	يقرض	LENT	LENT
LET	يدع	LET	LET
LOSE	يفقد	LOST	LOST
MAKE	يصنع – يجعل	MADE	MADE
MEAN	يعنى – يقصد	MEANT	MEANT
MEET	يقابل	MET	MET
PAY	يدفع – يسدد مبلغ	PAID	PAID
PUT	يضع	PUT	PUT
READ	يقرأ	READ	READ
RIDE	يركب	RODE	RIDDEN
RING	يدق	RANG	RUNG
RISE	ينهض – يشرق	ROSE	RISEN
RUN	يجرى	RAN	RUN
SAW	يقطع بمنشار	SAWED	SAWN
SAY	يقول	SAID	SAID
SEE	يرى	SAW	SEEN
SEEK	يبحث عن	SOUGHT	SOUGHT
SELL	يبيع	SOLD	SOLD
SEND	يرسل	SENT	SENT
SET	يغرب – يضع	SET	SET
SEW	يحيك - يخيط	SEWED	SEWN
SHAKE	يهز	SHOOK	SHAKEN
SHINE	يلمع	SHONE	SHONE
SHOOT	يطلق	SHOT	SHOT
SHOW	يرى – يعرض	SHOWED	SHOWN
SHRINK	ينكمش	SHRANK	SHRUNK
SHUT	يقفل	SHUT	SHUT
SING	يغنى	SANG	SUNG
SINK	يغرق	SANK	SUNK
SIT	يجلس	SAT	SAT
SLAY	يذبح	SLEW	SLAIN
SLEEP	ينام	SLEPT	SLEPT
SMELL	يشم	SMELT	SMELT
SOW	يبذر	SOWED	SOWN
SPEAK	يتكلم	SPOKE	SPOKEN

SPEND	يقضى – يصرف	SPENT	SPENT
SPELL	يتهجى	SPELT	SPELT
SPILL	يسكب	SPILT	SPILT
SPIN	يغزل – يدور	SPAN	SPUN
SPIT	يبصق	SPAT	SPAT
SPLIT	يشطر – ينشطر	SPLIT	SPLIT
SPOIL	يفسد	SPOILT	SPOILT
SPREAD	ينشر – يغذو	SPREAD	SPREAD
SPRING	يقفز	SPRANG	SPRUNG
STAND	يقف	STOOD	STOOD
STEAL	يسرق	STOLE	STOLEN
STICK	يلصق – يلتصق	STUCK	TUCK
STING	يلدغ	STUNG	STUNG
STRIKE	يضرب	STRUCK	STRUCK
SWEAR	يقسم – يحلف	SWORE	SWORN
SWEAT	يعرق	SWEAT	SWEAT
SWEEP	يكنس	SWEPT	SWEPT
SWELL	يتورم	SWELLED	SWOLLEN
SWIM	يسبح	SWAM	SWUM
SWING	يتأرجح	SWANG	SWUNG
TAKE	يأخذ	TOOK	TAKEN
TEACH	يعلم - يدرس	TAUGHT	TAUGHT
TEAR	يمزق	TORE	TORN
TELL	يخبر	TOLD	TOLD
THINK	يفكر – يعتقد	THOUGHT	THOUGHT
THROW	يلقى – يحدف	THREW	THROWN
THRUST	يدس – يلقى	THRUST	THRUST
TREAD	يدوس	TROD	TODDEN
UNDERSTAND	يفهم	UNDERSTOOD	UNDERSTOOD
WEAR	يرتدى	WORE	WORN
WEAVE	ينسج	WOVE	WOVEN
WEEP	يبكى	WEPT	WEPT
WIN	يكسب	WON	WON
WIND	يلف	WOUND	WOUND
WRITE	يكتب	WROTE	WRITTEN

The simple future tense

زمن المستقبل البسيط

التكوين

Shall / Will (or) LL + infinitive

يستخدم للأخبار بحدث سوف يحدث فى المستقبل

I shall go to the cinema tonight
They will come soon

كلماته

Tomorrow – Next – In the future – Soon – Shortly –
In a few minutes , days , weeks , months

Next Friday we shall visit the zoo
They will soon visit us

يستعمل المستقبل البسيط بعد الافعال الاتية

Think , know , believe , doubt , suppose
Assume , expect , hope , be afraid

عندما تقرر فعل شئ بدون سابق نيه . كرد فعل فى موقف ما

<u>I think I'll</u> stay at home this evening
<u>I don't think I'll</u> go out tonight I'm too tired

<u>يستخدم أيضا مع الكلمات الاتية :</u>

<u>Probably</u>
I'll probably be a bit late this evening
<u>I'm sure</u>
You must meet Mona I'm sure you'll like her
<u>I expect</u>
I expect ALI will get the job
<u>Think</u>
Do you think we'll win the mach ?

<u>للتعبير عن الاحداث المؤكدة :</u>

Winter will come again

<u>للتعبير عن خطط مستقبلية :</u>

The president will open a new factory in Banha next week

<u>يستخدم المضارع البسيط بدلا من المستقبل البسيط بعد الكلمات الاتية :</u>

<u>WHEN</u> – <u>AFTER</u> – <u>TILL</u> – <u>UNTIL</u> – <u>IF</u> – <u>AS SOON AS</u>

When he comes tomorrow , I'll meet him
After he eats . he will watch T.V
I'll wait for her till she comes
If he works hard , he will succeed

Will or Going to

<u>نستخدم **will** أو **going to** عندما يتحدث مسبقا عن حدث فى المستقبل :</u>

- **Do you think Ahmed will get the job ?**
- **Oh dear it's already 4 o'clock we're going to be late .**

<u>نستخدم **going to** عندما يكون المتكلم متأكدا من أن الحدث سوف يقع :</u>

look at those black clouds , it's going to rain
I feel terrible now . I think I'm going to cry .

The future continuous tense
زمن المستقبل المستمر

Shall / Will + be + (verb + Ing)

I shall be studying
He will be playing

يستخدم المستقبل المستمر للتعبير عن حدث فى المستقبل و لكن بعفوية أو بعاطفة و هذا يختلف عن المستقبل البسيط الذى يعبر عن المستقبل بقصد و موضوعية ...

I shall come to your house tomorrow (مستقبل بسيط)
I shall be coming to your house tomorrow (مستقبل مستمر)

يستخدم للتعبير عن حدث من المرجح حدوثه فى المستقبل

Mr. Zaki is 65, so he will be leaving the company next month
Will you be staying late at the office tomorrow ?
Yes , I will . I've a lot of work to do.

يستخدم للتعبير عن الاحداث التى سوف تستمر لبعض الوقت فى المستقبل

We're washing up now , but this time next week we won't be washing up we'll be sitting on the beach in the sun

يستخدم للتعبير عن حدث سوف يبدأ فى المستقبل قبل غيره

I'll be waiting for you , (when you arrive)

The future perfect tense
(المستقبل التام (الاسبق

Shall / Will (or 'LL) + have + pp

I shall have finished سأكون قد فرغت
They will have finished سيكونون قد فرغوا

يستخدم للتعبير عن حدث سوف يكون قد أنتهى فى المستقبل فى غضون فترة زمنية معينة

كلماته

In a year's time في مدَّة السَنَة
In two year's time في غضون سَنَتين
This time tomorrow هذا الوقتِغداً
This time next week في مثل هذا الوقت من الإسبوع القادم
By next Friday بحدود الجمعة القادمة
By this time tomorrow بهذا الوقتِغداً
By then في ذلك الوقت
Before next time قبل في المرة القادمة
Before this time tomorrow قبل هذا الوقتِغداً

I have some work to do but I'll have finished it by about eight
They will have finished the bridge in a year's time
I shall have received a reply by this time tomorrow

يستخدم للتعبير عن حدث سوف يكون تم وقوعه في المستقبل قبل أن يحدث حدث أخر :

When I have finished this work , I will ring you

- المستقبل البسيط لا يتعرض لتحديد مدة أو لأسبقية فعل على فعل

I shall have dinner by 8 O'clock

- المستقبل التام يعبر عن علاقة أسبقية بين الفعل و الزمن أو بين الفعل و فعل أخر

I shall have had dinner by 8 O'clock

- يمكن أن تحل **MAY** أو **MIGHT** محل **WILL** فى المستقبل التام فيتغير المعنى من اليقين الى الشك أو الجواز (الاحتمالية)

By 2020 pollution will have been eliminated (certain)

بحلول **2020** سيزال التلوث

By 20212/17/20190 the common cold may have been cured (uncertain)

بحلول **2020** سيعالج الزكام العادى

By 2020 the Jupiter might have been visited) very uncertain)

بحلول **2020** سيزار المشترى

Negation / النفى

- **Verb to be (am not – is not / are not / was not / were not)**
- **Verb to have (have not – has not – had not)** 1
- **Defective verbs** الأفعال المعيوبة

  Will not / shall not / would not / should not

  Can not / could not / may not / might not

  Must not / ought not to / don't have to

Will not	سوف لَنْ
shall not	لَنْ
would not	لا
should not	يَجِبُ أَنْلا
Can not	لا يَستطيعُ
could not	لا يَستطيعُ أَنْ
may not	قَدْلا
might not	قَدْلا
Must not	لا يَجِبُ أنْ
ought not to	لا يَجِبُ أنْ
don't have to	ليس من الضروري أن

He is clever	he is not clever	he isn't clever
He may com	he may not come	he mayn't come
She can play music	she can not play music	she can't play music

Affirmative الايجاب-----------------**negative** السالب 2

Used to أعتاد أن	Used not to ---------------------didn't use to
Ought to يجب	Ought not to-----------------
Need to يحتاج	Need not to – do not have to
Dare to يجرؤ	Dare not to ---------------------

He used to smoke
He used not to smoke
He didn't use to smoke

They date to speak openly
They dare not to speak openly

ننفى الفعل المضارع البسيط الخالى من حرف **S** المفرد الغائب
بـ **do not** ثم المصدر

3

- **I <u>speak</u> English**
    - **I <u>do not speak</u> English**
        - **I <u>don't speak</u> English**

- **You <u>leave</u> the door open**
    - **You <u>do not leave</u> the door open**
        - **You <u>don't leave</u> the door open**

- **They play football**
    - **They do not play football**
        - **The don't play football**

ننفى الفعل المضارع البسيط الخالى و به حرفـ **s** المفرد الغائب بـ **does not** ثم المصدر مع حذف **s** المفرد الغائب

- **He <u>writes</u> clearly**
    - **He <u>does not write</u> clearly**
        - **He <u>doesn't write</u> clearly**

- She <u>studies</u> hard
  - She <u>does not study</u> hard
    - She <u>doesn't study</u> hard

و ننفى الماضى البسيط بـــــــ **did not** ثم المصـــــــــدر

- He <u>went</u> to the cinema yesterday
  - He <u>did not go</u> to the cinema yesterday
    - He <u>didn't go</u> to the cinema yesterday
- I <u>saw</u> them
  - I <u>did not see</u> them
    - I <u>didn't see</u> them

Verb to have as a principal verb فعل رئيسى

4

- I have a car
- I don't have a car
- I don't have a car
- I have not a car
- I haven't a car

- He has a car
- He does not have a car
- He doesn't have a car
- He has not a car
- He hasn't a car

- He had a car
- He did not have a car
- He didn't have a car
- He had not a car
- He hadn't a car

5

Questions نفى

فى السؤال المنفى نضع **not** قبل الفاعل اذا كان أسم أو بعد الفاعل اذا كان ضميرا

Why do you come early ?

Why do you not come early ?

<u>Why don't you come early ?</u>

Why did you come early ?

Why did you not come early ?

<u>Why didn't you come early ?</u>

Why does Ahmed come early ?

Why does not Ahmed come early ?

<u>Why doesn't Ahmed come early ?</u>

Why does he not come early ?

Why did Ahmed come early ?

Why did not Ahmed come early ?

<u>Why didn't Ahmed come early ?</u>

Why did he not come early ?

Command الامر

6

للنهى نستخدم **do not** قبل فعل الامر :

- **Writ it twice**
- ***Do not write it twice***
- **Send him this letter**
- ***Do not send him this letter***
- **Let him go**
- ***Do not let him go***

SOME

7

تحول **some** الى **no** بدون نفى الفعل . أو تحول **some** الى **any** مع نفى الفعل :

Affirmative إثبات	Negative with no نفى بدون نفى الفعل	Negative with any نفى مع نفى الفعل
meone	No one	Anyone
nebody	Nobody	Anybody
newhere	Nowhere	Anywhere
nething	Nothing	Anything

7

- ***I give him some money***
- ***I give him <u>no</u> money***
- ***I <u>do not</u> <u>give</u> him <u>any</u> money***

- ***I heard somebody speaking***
- ***I heard <u>nobody</u> speaking***
- ***I <u>did not</u> <u>hear</u> <u>anybody</u> speaking***

- ***He went somewhere***
- ***He went <u>nowhere</u>***
- ***He <u>did not</u> <u>go</u> <u>anywhere</u>***

- ***Eat something***
- ***Eat <u>nothing</u>***
- ***<u>Do not</u> <u>eat</u> <u>anything</u>***

8

نفى
Always , sometimes , often , usually

لنفى هذه الكلمات نفياً باتاً نستخدم **never** و تحذف هذه الكلمات من الجملة **:**

He usually goes to the theatre
He never goes to the theatre

Sometimes , they win
They never win

أما إذا كان النفى جزئي و ليس باتاً فتنفى بالطريقة العادية مع بقاء هذه الكلمات فى الجملة **:**

He does not usually go to the theatre
It did not always rain during our stay there
He should not do that very often

هو يَجِبُ أَنْ لا يَعمَلُ ذلك في أغلب الأحيان

9

نفى
Every , Any , Each

تحول هذه الكلمات فى النفى البات الى ***no*** و إلا فتنفى بـ ***not*** مع بقاء الفعل على حاله **:**

Every boy came late
No boy came late
Not every boy came late

Anyone can solve this problem
No one can solve this problem

10

Not any one can solve this problem

All نفـــى

إذا نفينا ***all*** بـ ***not all*** فقد تم أستثناء البعض أما إذا نفينا بــ ***none of them*** فقد وقع النفى على الجميع بلا أستثناء **...**

All the pupils in the school are clever
Not all the pupils in the school are clever
None of them is clever يليها فعل مفرد

هناك كلمات مثل ***someday , never , ever*** لا نفى لها الا بكلمة ***never*** و توضع قبل الفعل .

Someday they will win
They will never win
Have you ever been to Rome ?
No , I've never been there

AND — **11**

اذا كانت **and** تربط جملتين فاعلهما واحد تحول **and** الى **or** بعد نفى الفعل الاول و وضع الثانى فى المصدر بدون **to**

- ***we went to the cinema and enjoyed the film***
- ***we did not go to the cinema or enjoy the film***

اما إذا كانت ***and*** تربط جملتين لهما فاعلان مختلفان تظل ***and*** بدون تغيير و ينفى فعل كل جملة على حده

- ***The boy went to the cinema and his sister stayed at home***
- ***The boy did not go to the cinema and his sister did not stay at home either***

BOTH……………..AND — **12**

ننفى ***both…..and*** بـــ ***neither…….nor*** مع مراعاة أن الفعل يتبع الفعل الثانى .

both the officer and the soldiers are brave
neither the officer nor the soldiers are brave

لاحظ أن الفاعل فى الجملة الاخيرة جمع ***soldiers***

Both Ahmed and Hassan are children
Neither Ahmed nor Hassan is a child

لاحظ أن الفاعل المجاور للفعل مفرد . ***child***

Both of them are children
Neither of them is a child

Either ……………….or — **13**

ننفى ***either………or*** بـــ ***neither ………..nor***

either he or sister must go
neither he nor his sister must go

14

Also , Too , As well

عند نفى هذه الكلمات تحول ***either*** و توضع أخر الجملة مع نفى الفعل

- ***Ali also playS music***
- ***Ali doesn't play music either***
- ***Ali plays music too / as well***
- ***Ali doesn't play music either***

15

And so do I / And so did I

ننفى الفعل الاصلى و تحول **and so** الى **and neither**

He went to the cinema and so did I
He didn't go to the cinema and neither did I

16

As ……………..As

تتحول **as…..as** فى النفى الى **not as …..as** أو **not so ……..as**

he is as clever as his friend
he is not as clever as his friend
he is not so clever as his friend

17

Just , recently , already , presently

تتحول هذه الكلمات فى النفى الى **yet** فى أخر الجملة مع نفى الفعل بـــ **not**

I have already seen this film
I have not seen this film yet
He has just arrived
He has not arrived yet

18

Never , hardly , seldom , not only , scarcely

Never أَبَداً
Hardly من غير المحتمل
Seldom نادراً
not only لَيسَ وحيدَ

scarcely بالكاد
rarely نادراً

We rarely go to the cinema nowadays
I shall never see my home again
He not only succeeded but his father agreed to let him fly to Italy as well
She hardly had seen the thief when she cried

النفى مع قلب الفعل و الفاعل على هيئة السؤال فإذا جاءت هذه الكلمات فى أول الجملة يسبق الفعل الفاعل كما فى السؤال **(** و هو يعطى الجملة قوة تعبيرية و تستعمل فى الاسلوب الادبى فقط **)**

Rarely do we go to cinema nowadays
Never shall I see my home again
Not only did he succeed but his father agreed to let him fly to Italy as well
Hardly had she seen the thief when she cried

Must — 19

اذا كانت ***must*** تعبر عن الالزام ***obligation*** أو ***necessity*** فتتحول فى النفى الى ***mustn't*** أو ***shouldn't*** بمعنى النهى أو ***needn't*** أو ***don't have to*** بمعنى إنتفاء الضرورة أو عدم الالزام **...**

you must take a taxi
you shouldn't take a taxi (don't be so wasteful)
you needn't take a taxi (the weather is fine and the way isn't long)
you don't have to take a taxi (no one wants you to)

Must be — 20

عندما تعبر ***must*** عن شبه اليقين ***near certainly*** تتحول فى الجملة المنفية الى ***can't*** بمعنى لا يمكن أو لا يعقل **...**

He must be tired
Ha can't be tired
He must have been mistaken
He can't have been mistaken

A Lot — 21

<u>A lot – a lot of – a great deal – a great deal of</u>

تتحول هذه الكلمات عندما نعبر عن الكمية الى ***much*** عند النفى مع نفى الفعل

My father smokes a lot
My father does not smoke much
He did a great deal of work

He did not do much work

A Lot of — **22**

A lot of – a great many

تتحول هذه الكلمات عندما نعبر عن العدد الى ***many*** مع نفى الفعل

He smokes a great many cigarettes
He does not smoke many cigarettes
He bought a lot of pencils
He did not buy many pencils

نهاية الجزء الثانى

How to make a question كيفية عمل سؤال

تنقسم الى قسمين

أولاً : أسئلة بـ هل و هى التى تبدأ بأفعال مساعدة و تكون إجابتها بواحدة من

Yes , No , I don't know , I have no idea

▪ **They are at home .** **are they at home ?** ▪ **I have finished my work .** **Have you finished your work ?** ▪ **I shall go to Alexandria .** **Will you go to Alexandria ?**	اذا كان فعل الجملة جزء من **to be** أو من **to have** أو أحد الافعال الناقصة يكون الاستفهام بتقديم الفعل على الفاعل .
▪ **They work hard** **Do they work hard ?**	اذا كان فعل الجملة فى المضارع البسيط بدون **s** نضع **do** فى مقدمة السؤال و يبقى الفعل كما هو .
▪ **He helps the poor** **Does he help the poor ?**	اذا كان فعل الجملة فى المضارع البسيط المنتهى بــ **s** نضع **does** فى مقدمة السؤال و نحذف حرف **s** من الفعل .
▪ **He bought a new car** **Did he buy a new car ?**	اذا كان فعل الجملة فى الماضى البسيط نضع **did** فى مقدمة السؤال و يحول الماضى الى مصدر الفعل بدون **to**

ثانيــاً : أسئلة تبدأ بأدوات إستفهام .

فى هذه الحالة تحدد المراد الاستفهام عنه ثم نستخدم أداة استفهام مناسبة من الادوات الاتية و بعدها نتبع نفس الطريقة فى تقديم الفعل على الفاعل

(((ما عدا فى حالة **what – who –** حينما تسأل عن فاعل أو مبتدأ)))

1	**Who** للسؤال عن الفاعل **Who came yesterday ? (Ali)**
2	**Whom** للسؤال عن مفعول أو مجرور **Whom did you meet yesterday ? (Raghda)** **To whom did you write ?** **Whom did you send for ?**
3	**What** للسؤال عن فاعل غير عاقل **What sang on the tree ? (bird)**
4	**What** للسؤال عن مفعول أو مجرور غير عاقل **What did you see on the tree ? (a bird)** **What is it for ?**
5	**What** للسؤال عن الفعل **What are you doing (writing from a magazine)**
6	**Which** لأختيار عاقل أو غير عاقل من بين محددين أو معلومين **Which boy car first ? (Ali)** **Which do you play , the guitar or the piano ? (the guitar)**
7	**Whose** للسؤال عن المالك عاقل أو غير عاقل **Whose car is this ? (Ali's)** **Whose is that dog ? (mine)**
8	**When** للسؤال عن الزمن **When did the accident happen ? (an hour age)**
9	**Where** للسؤال عن المكان **Where did the accident come to your knowledge ?**
10	**Why** للسؤال عن السبب أو الغرض **Why did he stay at home ?** **Why doesn't he work harder ?**
11	**How** للسؤال عن الطريقة **How do you go to school ? (on foot)**
12	**How** للسؤال عن الصحة **How is your father ? he's fine . thank you**

عبارات إستفهاميـــــــــــــة

Question phrases

What time	**What time did you leave ? at half past five**
What color	**What color is the carpet ? green**
What kind of **What sort of**	**What kind of shop is it ? it's a news agent's** **What sort of shop is it ? it's a news agent's**
What about	**I'm hungry** أنا جعان**. (or ☺) I'm not hungry** **What about you ?** و أنت **Yes , me too . (or ☺) me neither** و لا أنا
How much	للسؤال عن الكمية أو السعر **How much did you pay for this pencil ? (75 P.T)** **How much was this pencil ?**
How many	للسؤال عن العدد

	How many brothers have you ? two
How often	كم مرة – للسؤال عن عدد المرات **How often do you go to the cinema ? once a month**
How old	للسؤال عن العمر **How old are you ? sixteen**
How long	للسؤال عن المسافة أو المدة الزمنية **How long is the distance to the station ? 2 kilometers** **How long did you stay in Alexandria ? a whole week**
How far	كم للمسافة **How far is your school from your house ? only a short walk**
How high	للسؤال عن الارتفاع **How high is the tower of cairo ?**
How tall	للسؤال عن الطول **How tall is your brother ?**
How wide	للسؤال عن الاتساع **How wide is the hall ?**
How large	للسؤال عن الحجم **How large is the high dam ?**
How deep	للسؤال عن العمق **How deep is the well (البئر) ?**

لاحـظ إلأتى :

How + صفة		**What + أســم**
How old	كم للعمر	*What age*
How much	كم للثمن	*What price*
How long / far	كم للمسافة	*What distance*
How heavy	كم للوزن	*What weight*
How high / tall	كم للأرتفاع	*What hight*
How deep	كم للعمق	*What depth*

Questions in situations أسئلة في المواقف

Offers and invitations العرض و الدعوة	
1. **Can I help you ?** 2. **Shall I do it for you ?** 3. **Would you like me to get you a taxi ?** (العرض و الدعوة)	
Agreement الموافقة	**Disagreement الرفض**
1. **Yes , please .** 2. **Thank you very much .** 3. **That's very kind of you .**	1. **No , thank you** 2. **But it's all right . I can manage**

Requests الطلب	
1. **would you mind taking me to the station ?** 2. **will you wait a moment , please ?** 3. **could you tell me when the next train is ?** (الطلب)	
Agreeing الرد بالموافقة	**Declining اعتذار لعدم التمكن**
1. **NO NOT AT ALL (I DON'T MIND AT ALL)** 2. **ALL RIGHT** 3. **YES OF COURSE / SURE / CERTAINLY**	1. **unfortunately I haven't time** 2. **I have to go now , actually** 3. **I'm sorry , but I'm just going out** 4. **I'm afraid I can't just at the**

	moment

Suggestions الاقتراح	
1. shall we go for a swim ? 2. what about / how about playing cards ? (الاقتراح) 3. why don't we go shopping ?	
Agreeing الرد بالموافقة 1. it's a good idea / ok / fine 2. yes , let's do that 3. yes , why not ?	**DISAPPROVAL / Declining** اعتذار لعدم التمكن 1. I'm sorry it's too hot for me let's go to the club instead 2. that would be nice , but I have to meet someone

QUESTION TAG المؤال المذيل

السؤال المذيل عبارة استفهامية يقصد بها تأييد جملة خبرية أو رجاء :

اذا كانت الجملة الخبرية منفية يكون السؤال المذيل مثبت :	اذا كانت الجملة الخبرية مثبتة يكون السؤال المذيل منفياً :
• Mona didn't arrive yesterday , did she ? • They won't come tomorrow , will they ? • I can't swim , can I ?	• Ahmed is here , isn't he ? • It was lovely today , wasn't it ? • You'll be on holiday next week , won't you ? • Ahmed likes this weather , doesn't he ? • They left early , didn't they ?

صيغ خاصة للسؤال المذيل :

I am ………………………….. Aren't I ?
I'm tired , aren't I ?
I'm tired , am not I ?

Need
We need to ask first , don't we ?
We needn't ask first , need we ?

Used to
They used to play together , didn't they ?

لتخفيف نبرة الامر
Open the door , will you ?
Shut the window , would you ?
Come here , won't you ?
Stand up , could you ?

<u>Had better / 'd better – hadn't</u>
You'd better go <u>, hadn't you</u> ?

<u>Would rather / 'd rather – wouldn't</u>
You'd rather stay <u>, wouldn't you</u> ?

<u>Let's – shall</u>
Let's have some fresh air <u>, shall we</u> ?

Inversion of subject and verb
After certain adverbs
((<u>تقديم الفعل على الفاعل</u>))

فى غير حالات الاستفهام و بدء الجملة بــ here أو there قد يقدم الفعل على الفاعل فى الاسلوب الادبى أو القانونى لذا يفضل عدم لجوء الطالب اليه فى غير ضرورة ....

<u>يأتى الفعل قبل الفاعل فى الحالات الاتيـــــــــــــــــــة :</u>

<u>Questions :</u> (1)

Are you at home at 7 o'clock ?
Where did he go yesterday ?

<u>Question tags</u> (2)

He is a doctor , isn't he ?
She came late , didn't she ?

<u>بدلا من **if** عند حذفها فى الاسلوب الادبى أو القانونى</u> (3)

- **if he worked hard , he would succeed .**
- **should he work hard , he would succeed .**

- **if he had run fast , he would have caught the train .**
- **had he run fast , he would have caught the train .**

- **if I were you , I would help him .**
- **were I you , would help him .**

مكتبة عيسى ت :5252005

اذا جاءت الصفة فى أول الجملة بقصد أعطائها قوة فى التعبير فى الاسلوب الادبى خاصة .

The pupil was happy when he succeeded .
Happy was the pupil when he succeeded .

The lesson is difficult to answer .
Difficult is the lesson to answer .

4

اذا جاءت الظروف الاتية فى أول الجملة بقصد التأكيـــــــــــد

5

never	لا أبداً **I have never been to London** **Never have I been to London**
Often	غالبا **He has often warned me not to listen to her** **Often has he warned me not to listen to her**
n (vainly)	بلا جدوى - عبثاً **He tried in vain to open the door** **Vainly did he try to open the door**
Here	عند بدء الجملة بـ **here** أو **there** أو **then** **The man I spoke to you about is here** **Here is the man I spoke to you about** **Here comes the milkman**
here is **Are** **ve been**	بمعنى (يوجد) **There are flowers of all colors in the garden** **There have been many wars in the history of . the world** **There** و الى هناك **goes everyone** **Then** و تلا ذلك **marched soldiers**
owhere	ليس فى أى مكان **Water is found nowhere in the desert** **Nowhere in desert is water found**
longer	لم يعد بعد **We no longer use kerosene stoves** **No longer do we use kerosene stoves**
eldom **Rarely**	نادراً **Mona seldom visits us** **Seldom does mona visit us**
Twice	مرتين **I visited Europe twice**

	Twice did I visit Europe
Little	قلما **Little does he realize how foolish he looks**
o account	بأى حال من الاحوال **On no account must you smoke again**
no means	كلا – حاشا – مطلقا **By no means does he smoke** **At no time has it been so easy as nowadays**

بعد الظروف التى تبدأ بـــ only مثل

6

Only by chance
Only with difficulty
Only on rare occasions
Only by luck
Only when
Only then
Only today
Only yesterday

Only then can we overcome our problems فقط عندما نتمكن من التغلب على مشاكلنا
Only by luck could he pass the test .

بعد and so (عطف مثبت على مثبت) and neither (عطف نفى على نفى)

7

he likes chocolate and so does she
he doesn't like chocolate and neither does she

اذا جاءت العبارات الاتية فى أول الجملة

8

No sooner ……………..than………
Hardly…………………when……..
Scarcely………………..when……..
Not only………………..……………
So……………………….such………

No sooner had he bought his bicycle than he smashed هشم **the head light** الفانوس
Hardly had he recovered from influenza when he caught malaria
So hot is the pot that I can't hold id
Such a noise did they make that no one overtook him يلاحقه
Such was their noise that I almost burst with anger
هكذا كَانَت ضوضائهم حيث أَطْفحُ بالغضبِ تقريباً

Not only did he break his promise but he told a lie as well

لَيسَفقط نَقضَوعدَه لَكنَّه أخبرَ كذبةٍ أيضاً

Active voice and passive voice

المبنى للمعلوم و المبنى للمجهول

أركان الجملة المبنية للمعلوم (مفعول + فعل متعدى + فاعل)

Subject + Transitive + Object

أركان الجملة المبنية للمجهول (المبتدأ + **pp** + **be** + الفاعل الاصلى)

Affected subject + be + pp + (by agent)

طريقة تحول الجملة من مبنى للمعلوم الى مبنى للمجهول :

1. نحدد الاركان الثلاثة فى الجملة المبنية للمعلوم (الفاعل و الفعل المتعدى و المفعول)
2. يوضع المفعول فى أول الجملة ليصير المبتدا فيها
3. نضع **be** مصرفا فى زمن الفعل الاصلى بما يلائم المبتدأ الجديد ثم نضع التصريف الثالث للفعل الاصلى
4. عند الضرورة نضع الفاعل الاصلى **by + agent / doer**
5. هذا و تبنى الجملة للمجهول حينما يكون الاهتمام منصب على المفعول أو كان الفاعل غير معروف

ملحوظة : لابد للفعل المتعدى من مفعول و أحيانا يأخذ مفعولين

- ***The boy eats that food***
- ***That food is eaten by the boy***

- ***The boy ate the food***
- ***The food was eaten by the boy***

- ***The boy will eat the food***
- ***The food will be eaten by the boy***

- ***The boy is going to eat the food***
- ***The food is going to be eaten by the boy***

- ***The boy is eating the food***
- ***The food is being eaten by the boy***

- ***The boy was eating the food***

- *The food was being eaten by the boy*

- *The boy has been eaten the food*
- *The food has been eaten by the boy*

- *The boy had eaten the food*
- *The food had been eaten by the boy*

حالات خاصة

1. اذا كان فعل الجملة المبنية للمعلوم **have** بمعنى يمتلك يحول الى **own** أو **possess**

I have a car
A car is owend by me
A car belongs to me

2. اذا جاء فى الجملة المبنيةللمعلوم حال **adverb** يوضع قبل التصريف الثالث فى الجملة المبنيةللمجهول

The teacher punished the boy severely
The boy was punished .

The pupils can solve the problem quickly
The problem can be quickly solved .

3. يتم الاستغناء عن ذكر الفاعل الاصلى **doer** اذا كان مفهوم من سياق المعنى أو أحد الكلمات الاتية **people , somebody , someone** أو غير ذى أهمية أو غير معروف

The police arrested the thief
The thief was arrested

Someone broke the window
The window was broken

They saw me walking down the street
I was seen walking down the street

People speak well of her
She is well spoken of

4. اذا كان فعل الجملة المبنية للمعلوم من الافعال التى لها مفعولين يمكن أن نبدأ بالمفعول العاقل مثل **give , send , show , tell , ask**

He gave me a present
I was given a present

و يمكن أن نبدأ بالمفعول غير العاقل و نضع **to** قبل المفعول العاقل

A present was given to me

5. اذا كان فاعل الجملة المبنية للمعلوم **nobody** أو **no one** لا يذكر فى المجهول مع نفى الفعل

Nobody has seen him yet
لا أحد رَآه لحد الآن
He was not been seen yet
هو ما رَأى لحد الآن

6. عندما تبدأ الجملة المبنية للمعلوم بعبارة مثل

1. **People say**
الناس يَقُولونَ
2. **Doctors think**
الأطباء يَعتقدونَ
3. **Scientists believe**
العلماء يَعتقدونَ
4. **The papers say**
الصُحُف تَقُولُ

People say that peace will prevail
It is said that peace will prevail يُقالُ بأنّ السلامِ سَيَسُودُ

Doctors think it is malaria
It is thought to be malaria يُعتقد بأنه كَانتْملاريا

They say he's jealous of her
It's said he's jealous of her يُقالُ بأنّه غيور مِنْها

Some people still believe that fairies العفاريت **exist**
It is still believed that fairies exist
Fairies are still believed to exist

7. فعل الامر يحول الـــــــــى **let………be**

Open the door
Let the door be opened

8. النهى يحول الـــــــــــى **don't let …………..be**

Don't open the door
Don't let the door be opened

9. عندما يكون الفاعل والمفعول شخصا واحدا نستعمل ضمير انعكاس يعود على الفاعل فى المبنى للمجهول

He let people cheat him
He let himself be cheated

Don't let people hear you
Don't let yourself be heard

Don't let your wife mock تسخر you
Don't let yourself mocked (by your wife)

10.اذا كان فعل الجملة المبنية للمعلوم من الافعال التى يليها المصدر بدون **to** مثل
Make , Hear , Help , See , Let يعطى المصدر مع **to** فى الجملة المبنية للمجهول :

We heard warda sing
Warda was heard to sing

He made me write the lesson
I was made to write the lesson

11.المضارع التام المستمر أو الماضى التام المستمر يبنى للمجهول كما لو كان المضارع التام أو الماضى التام :

He has been writing a letter
A letter has been written

We had been building the house
The house had been built

12.اذا كانت الجملة المبنية للمعلوم استفهامية يتحول الفعل المساعد فيها
عند تحويلها الى مبنية للمجهول الى **verb to be**

Do people speak English all over the world ?
Is English spoken all over the world ?

Does she break the plates ?
Are the plates broken ?

Has anyone broken the window ?
Has the window been broken ?

13.اذا بدأ السؤال بأداة استفهام **who** تحول الى **by whom**

Who killed the man ?
By whom was the man killed ?

Who will carry out the project ?
By whom will the project be carried out ?

14.اذا بدأ السؤال بأداة استفهام **whom** تحول الى **who**

Whom did the teacher punish yesterday ?
Who did the teacher punish yesterday ?

- **Who was punished by the teacher yesterday**

Whom did the thief steal last week ?
Who did the thief steal last week ?

- **Who was stolen last week ?**

15.أدوات الاستفهام الاخـــــــــرى

Where did they hide the money
Where was the money hidden ?

How could they overcome the problem ?

How could the problem be overcome ?

When are they going to tell the people ?
When are the people going to be told ?

Why must I type the letters ?
Why must the letters be typed by me ?

16.اذا جاء بعد المفعول (مصدر مع **to**) مثل
Tell / Ask / Advise / Expect

He advised me to give up smoking
I was advised to give up smoking

17.أحيانا يبنى المصدر للمجهول

I never expected the police to arrest the thief
I never expected the thief to be arrested

18.أحيانا يكون المفعول به **noun clause**

Why he is sad is known to every body
It is known to everybody why he is sad

تحويل جملة خبرية من جملة مبنية للمجهول الى جملة مبنية للمعلوم

- نضع الفاعل الذى بعد **by** فى أول الجملة و اذا كان محذوف عليك أستنتاجه أو تخمينه من سياق الجملة
- نحدد زمن **be** و نضع الفعل الاصلى (الذى تجده فى التصريف الثالث) بما يلائم الفاعل الجديد
- تحذف **be** و (**by + agent**) إن وجدت
- نضع المفعول به بعد الفعل مباشرة

The letter was written by Ahmed
Ahmed wrote the letter

The thief has been arrested
The police have arrested the thief

The lesson is being explained
The teacher is explaining the lesson

The window could be broken
Someone could break the window

تحويل سؤال مبنى للمجهول الى سؤال مبنى للمعلوم

- تحول **verb to be** الى الفعل المناسب المساعد
- يليه الفاعل الذى قام بالفعل حقيقة
- يلية الفعل و المفعول

Is the house cleaned ?
***Does the servant clean the house ?**

Is the house built by the men ?
***Are the men building the house ?**

Was the enemy attacked yesterday ?
***Did our army attack the enemy yesterday ?**
could the problem be solved ?
***could they solve the problem**

have the books been collected ?
***has the teacher collected the books ?**

تتحول **by whom** الى **who**

by whom was the man killed ?
who killed the man

تتحول **who** الى **whom**

who was punished by the teacher ?
whom did the teacher punish ?

باقى أدوات الاستفهام

Why was the work neglected أهمل **?**
Why did they neglect the work ?

When will the patient be examined ?
When will the doctor examine the patient ?

MODEL VERBS = الافعال النموذجية

1 - SHALL

تستخدم للتعبير عن المستقبل مع الضمائر **we , I**

We shall be away next week
We'll be away next week

I shall be ready in about half an hour
I'll be ready in about half an hour

I shall have finished the book by Friday
I'll have finished the book by Friday

I shall not be here next week
I shan't be here next week
We shan't stay long

يمكن أستخدام **shall** مع الضمائر الاخرى لتأكيد المستقبل

I will go out ; no one shall keep me in
He shall never forget my good advice

تستخدم للتعبير عن النيـــــــة **intention** اذا جائت بعد الفاعل

I shall visit luxor tomorrow
I intend to visit luxor tomorrow

تستخدم فى اسلوب عرض المساعدة او الخدمة **offer to help**
اذا جائت **shall** قبل الفاعل على شكل سؤال

shall I open the window ?
shall I carry your bag for you ?

تستخدم فى تقديم الاقتراح **suggestion**

shall I ? / shall we ?
I / we +suggest (v + ing)

I suggest going out this evening

تستخدم أيضا فى تقديم الوعد **promise**

I shall / I'll get your money back .

I promise I'll get your money back .

2 - WILL

تستخدم **will** للتعبير عن المستقبل مع كل الضمائر

they say that it will rain tomorrow
life will be very different in a hundred years
enjoy your trip . thank you . I'm sure I will

غالبا تستخدم **will** مع الكلمات الاتية

- **Probably** من المحتمل

I'll probably be a bit late this evening

- **I'm sure** أنا متأكد

You must meet mona . I'm sure you'll like her

- **I expect** أنا أتوقع

I expect samy will get the job

- **I think** أنا أظن

Do you think we'll win the match

- **I hope** أنا أمل

I hope all of you succeed .

تستخدم **will** فى سؤال مذيل لتخفيف حدة الامر أو للرجاء :

shut the door , will you ?
you won't tell him , will you ? = I hope not .

تستخدم **will** بمعنى **can** لتبين على سبيل التأكيد

this car will hold six people

تستخدم **will** فى مواقف أخرى تاليـــــــــــــــة:

That bag looks heavy . I will help you with it	عرض المساعدة
I've asked Ahmed to help me but he won't ***The car won't start . what's wrong with it***	موافقة أو رفض عمل شئ ما
**** I promise to phone you as soon as I arrive*** ***I'll phone you as soon as I arrive***	الوعد بأن تفعل شيئا
Will you shut the door , please ?	الرجاء أو طلب شئ

Will you telephone me later , please ?	من شخص
I think I'll buy this car *Oh no I forget I'll do it now*	اتخاذ قرار وليد اللحظة
Will you sit down ? *Will you come to tea tomorrow ?* *Will you have dinner with us ?* *Will you visit us to see our new house ?*	الدعوة
I sent the parcel last week , so they'll have it by now *He left an hour ago , so he'll at home by now*	اليقين
You will do as I tell you . *Nurses will wear uniform at all times .*	الاوامر الحازمة و لا يتم أختصار *will* فى هذه الحالة
Boys will be boys الأولاد سَيَكُونونَ أولادَ *A dog will obey his master* أي كلب سَيَطِيعُ سيدَه *Accidents will happen* الحوادث سَتَحْدثُ *Oil will float on water* النفط سَيَعُومُ على الماءِ *He will ask silly questions* هو سَيَسْألُ أسئلةَ سخيفةَ	تعبير عن العادة و الدأب الذى لا يتغير

3 - SHOULD

تدل **should** على زمن المضارع و هى ليست ماضى **shall** الا فى حالة تحويل الجملة من الكلام المباشر الى غير المباشر .

He said to me . I shall visit you tomorrow
He told me that he would visit me the next day

تنبه **should** على فكرة و لا تدل على حدث واقع فعلا

he is here
he should be here

تستخدم **should** للنصح و الاستحباب

you must be careful
you should be careful

تنبه على أن الواقع على خلاف ما ينبغى

You should be ashamed of yourself

تدل على شئ مرغوب فيه لكن لا يرقى الى درجة الوجوب

Try to help or something : why should I ?

فى حالة النفى تعبر **shouldn't** عن واقع غير مستحب بأعتبار أن هناك فكرة أو حال أفضل و أكرم

The children shouldn't be playing
= (they ought to be / to have been in class)

you shouldn't do that
= (you are old enough to know better)

عند تعلق **should** بالماضى تصبح **should have** و تعبر عن شئ خلاف الواقع

you should have come earlier = (but you didn't)

تستخدم عند توجيه اللوم و التنبيه في موقع الخطأ على الصح الذى كان ينبغى

We should have booked well in advance كان يَجِبُ أنْ نَحْجزَ حَسناً مُقدماً
= (but we didn't and now we've only got those uncomfortable seats)

و مثلما تنبه **should have** المثبتة على ما لم يقع . تنبه **should not have** النفية على ما حدث فعلاً :

You should not have sent that fool . مَا كَانَ يَجِبُ أَنْ تُرسلَ ذلك الأحمقِ
= (but you sent him and only spoiled the day) لَكنَّك أرسلتَه وأفسدتَ اليومَ فقط

تأتى **should** بعد الافعال الاتية

Suggest	يقترح
Recommend	يوصى
Demand	يطلب – يتطلب
Insist	يصر
Propose	يفترض – يقترح

They insisted that we should meet again to discuss that matter
She demands that I should apologize to her

تأتى **should** بعد الصفات الاتية

Important	مهم
Natural	طبيعي
Strange	غريب
Odd	شاذّ
Surprised	مُفاجئ
Surprising	المُفَاْجَئة
Typical	مثالي
Funny	مضحك
Essential	ضروري
Interesting	الإِهْتِمام
expected	متوقّع

It's strange that he should be late . he's usually on time
I was surprised that he should say such a thing .

تأتى **should** بعد **lest** و بعد **so that** و بعد **for fear that** للتعبير عن التوقع

he works lest he should fail
I remained silent , for fear that he should hear me
The door was locked so that no one should get out

تأتى **should** فى جملة **if** لتعطى وقعا مهذبا أو ملطفاً لفعل الشرط و يمكننا تبين نوع الشرط **(** الاول و الثانى **)** من جواب الشرط :

if I should die , you would get the money (شرط تمثيلى – نوع ثانى)
if you should be late , I'll wait for you (شرط يقينى – نوع أول)

تحل **should** محل **if** فى حالة الشرط من النوع الاول أو الثانى :

if he works hard , he will succeed = (should he work hard , he will succeed)
if he worked hard , he would succeed = (should he worked hard , he would succeed)

تستخدم **should like to** بمعنى **want to**

I should like to be rich = (I want to be rich)
We should all like to become great men
= (we all want to become great men)
I should like to ask a question
= (I want to ask a question)

تستخدم للتعبير **I should think** بمعنى **I believe**

Can you come ? yes , I should think so تستطيع المجئ ؟ نعم , موش عايزة كلام .
= (I believe I can come)

الواجـــــــــــــــــــب **duty**

You should pay your debts
You shouldn't tell lies

النصيحـــــــــــــــــــة **advice**

I think you should go by air , it's much quicker
You shouldn't park in this street . it's narrow

جملـــــــــــــــــــة **if**

If you should be late , I'll wait for you

4 - WOULD

- تستخدم **would** مع كل الضمائر و الاشخاص
- تختصر **would** الــــــى **'d**
- تختصر **would not** الــــــى **wouldn't**
- تحول **will** الى **would** و تحول **won't** الى **wouldn't** عند التحويل من كلام مباشر الى غير مباشر

* **Ahmed said to Mona , " I'll lend you some money "**
\- **Ahmed told Mona that he would lend her some money**
* **Ali said , " I promise I won't be late "**
\- **Ali promised that he wouldn't be late**

تستخدم **would** للتعبير عن عادة مستحبة أو مميزة فى الماضى

* **when we were children , we lived by the sea . in summer , if the weather was fine , we would all get up early and go for a swim .**
* **when he was a boy , he would often stay out late**
* **whenever Ahmed was angry , he would just walk out of the room**

تأتى **would** مع الافعال **care / like** و تكون بمعنى **want to** فى المضارع

I would like to see Ahmed .
= (I want to see Ahmed)
would you care for some milk ?
= (do you want some milk)

يمكن استخدام **would you care / would you like** للتعبير عن هذا المضارع فى صيغة سؤال و نفى

Would you care to have a cup of tea ?
= (would you like to have a cup of tea ?)
= (do you want to have a cup of tea ?)

تستخدم **would** مع **rather / sooner** للتعبير عن التفضيل

I would rather go
= (I would prefer to go)

تستخدم **would** بعد **wish** عند الضيق أو الاستبطاء فى المضارع و لا يجور استخدام **will**

I wish it would stop raining
I wish someone would answer the telephone , it' been ringing for about five minutes .
The music next door is very loud . I wish they would trun it down .

تستخدم **wouldn't** بعد **wish** عندما لا يعجبنا تصرف الاخرين

I wish you wouldn't drive so fast . it makes me nervous .

تستخدم **would** فى مواقف أخرى

It would be nice to have a party here one week **If I had a lot of money , I'd travel round the world**	تخيل المواقف **Imagining situations**
I'd like to meet your brother **I wish this rain would stop**	الرغبة أو التمنى **wishing**
Would you write your address here , please ? **Would you please let me know this as soon as possible ?** **Would you mind waiting a moment please ?**	الطلب بطريقة مهذبة **Polite request**
Would you like to come to dinner ? **= I invite you to dinner .** **would you mind lending me your pen ?** **= please lend me your pen .**	الدعوة **invitation**
I'd rather have tea than coffee **= (I prefer tea to coffee)**	التفضيل **preference**
He would not give me back my book **= he refused to give me back my book**	**((((Wouldn't** الرفض **refusing**
I should buy the car if he would sell it	الاستعداد – الموفقة **Willingness agreement**

5 - CAN

تستعمل بمعنى **to know how to**

She can speak French =(she has the ability to speak French without difficulty)

تستعمل بمعنى **be allowed to / have permission to / may**

You can't play football here =(you aren't allowed to play football here)
=(you don't have permission to play football here)

تستعمل مع أفعال الحس و الادراك

See / Hear / Believe / Smell / Imagine / Guess / Remember / Understand

- **I'm looking at him and I can see him**
- **I'm listening hard but I can't hear it**
- **I can smell something burning**
- **I can believe that**
- **I can't imagine why ?**
- **Can you remember where they live ?**

مواقف أخرى لأستخدام **Can**

I can swim **Ahmed can't drive**	القدرة **Ability**
Dreadful accidents can happen in coal mines الحوادث المُخيفة يُمْكِنُ أَنْ تَحْدثَفي مناجمِ الفحم **It can rain un Egypt even in the summer** يُمْكِنُ أَنْ يُمطرَ مصر غير حتى في الصيفِ	الامكان نظريا = عدم الاستحالة **Possibility**
People can drive a car in Britain when they are seventeen	الاذن – الحق **Permission**
Can I use your pen , please ?	طلب الاذن **Asking permission**
Yes , of course , you can	إعطاء الاذن **Giving permission**
No , I'm afraid , you can't	رفض الاذن **Refusing permission**
Can you help me lift it , please ?	الطلبـمن شخص ما عمل شئ ما **Asking someone to do something**

6 - Could

The past tense of can

للدلالة على مهارة أو قدرة فى الماضى

I can't swim now , but I could when I was young

مع بعض الافعال مثل

See , Hear , Smell , Taste , Feel , Remember , Understand

When we went into the house , we could smell something burning .
She spoke in low voice , but I could understand what she was saying .

تستعمل **could** فى ((الخطاب التقريرى))

Instead of ((can)) in ((reported speech))

He said , " you can smoke "
= ((he said we could smoke))

تستعمل **could** فى المواقف الاتية :

possibility (in the present time or future)
don't do that ; it is very dangerous ; you could easily kill yourself
I could come tomorrow (if you would like me to)

Ability (in the past)
Could = (was able to)
The doctor could save the patient's life
= (the doctor was able to save the patient's life)

polite request الطلب المهذب

تعتبر **could you** أكثر تأدباً من **would you** و من **can you**

could you show me the way to post office , please ?
yes , of course الاجابة بالاثبات
I'm afraid . I can't الاجابة بالنفى

Probability الاحتمال
Could = might للتعبير عن الاحتمال
An accident could happen so easily .
An accident might happen so easily .

Possibility
The window was open . a thief could get in
=(there was a possibility / chance ; but in fact nothing happened)

لاحظ الفرق
هام جـــدا

the window was open . and a thief was able to get in .
=(the house was actually robbed because a thief got in through the open window)

could = feel ready to do something (present or future)
I am very happy ; I could jump for joy
= (I feel ready to jump for joy)

I dislike him so much that I could hit him
= (I feel ready to hit him)

could = had the power to
I could solve the problem
= (I had the power to solve the problem)

couldn't = tried and failed حاول و فشل
I couldn't solve the problem
= (I tried and failed to solve the problem)
= (I didn't have the power to solve the problem)

7 - May

to express permission (in the present) = have permission to
للتعبير عن الاذن فى المضارع
They say we may go home
=(we have the permission to go home)
أما فى حالة الماضى نستخدم
Was / Were allowed to
We were allowed to go home
= (we had permission to go home)

after ((so that)) , ((in order that)) , ((hope that)) to express purpose الغرض – المفعول لأجله
if the main verb is present or future
he works hard so that he may get high marks
I shall go to bed in the hope that I may sleep

To express wishes للتعبير عن الامنيات و الدعاء
May you live for ever !
May we all meet again soon !
May your baby be a boy .

To express uncertainly للتعبير عن عدم التأكد

He may come now
If you are careful you may win
It may be a fine day tomorrow , or it may not

To express possibility للتعبير عن أمكانية غير مجزوم بها
You may learn to drive in a week
=(it is possible for you to learn in a week)
why hasn't he come ? he may have missed the train
=(perhaps he has missed the train)

to express probability للتعبير عن رجحان شئ على شئ أخر
he may be in his office
=(perhaps he is in his office , but I'm not 100% sure)

8 - Might

the past tense of (may)

past tense of may in reported speech
he said , " we may go home "
he said that they might go home

after ((so that)) , ((in order that)) , ((in the hope that)) if the principal الرئيسى **verb is in the past :**
he worked hard so that he might succeed .
he ran fast in the hope that he might catch the train .
I hoped that we might meet again .

To express doubt لإبْداء الشَكِّ
Let us go to Ahmed's house , he might be in
Nobody knows what might happen tomorrow
Don't touch it . it might go off تنطلق
He is not good at English . but he might pass

To show a very unlikely possibility من غير المحتمل جداً إمكانية
He might come , but I don't think he will
He might have missed the train =(perhaps he missed it , but I don't think so)

فى حالة الاحتمال تعتبر **might** أضعف بكثير من **may**
بينما فى حالة الاستئذان تعتبر **might** أكثر أدباً من **may**
Might I come in ? " yes , you certainly can "

Used like ((ought to))
You might at least say (thank you) when someone helps you .

=(you ought to say "thank you" when someone helps you)

9 - Must

تعبر **must** عن الالزام أو النصيحة الواجبة التنفيذفورا

we must go now.
must you leave tomorrow .
you must tell the truth .

لا تتغير **must** عند تحويلها فى الكلام غير المباشر اذا كانت بمعنى الالزام أو النصح أو التحذير

I said to him , " you must go "
I told him that he must go

تستخدم **must** فى حالتين

1- عند التعبير عن الضرورة أو الحتمية **necessity**
2- عندما تعبر عن الرجحان **near certainly**

و تكون على صورة **mustn't** فى حالة الحظر أو المنع **prohibition ,**
و على صورة **can't – mayn't – mightn't** فى حالة الاستحالة أو الاستبعاد أو عدم الترجيح .

تستخدم فى حالة الضرورة و الالتزام **necessity** و تعنى أنك لا تستطيع أن تتجنب فعل شئ :

You must buy a ticket
You must get up early

- فى الماضى تكون

I had to buy a ticket

- فى حالة أنتفاء الضرورة فى المضارع

I don't have to buy a ticket

- فى صيغة الماضى

I didn't have to buy a ticket

يمكن أستخدام **have to** بدلا من **must**

Oh dear ! it's later than I thought . I have to go now .
You have to have a passport to visit most foreign countries .

Have to	***must***
تستخدم للتعبير عن روتين أحياناً • **Excuse me. I have to be at the station at nine** • **Mona's eyes are not very good she has to wear glasses for reading**	تستخدم للتعبير عن الضرورة و الالزام من الخارج • **I must write to my cousin , I haven't written to him for ages** • **I must be at the station at nine** • **You must give up smoking**
Don't have to	***Mustn't***
تعبر عن أنتفاء الضرورة أو الداعى • **You don't have to do that**	تعبر عن النهى و الحظر • **You mustn't do that**

• I don't have to wear a suit to work but I usually do • I can't meet you on Friday . I have to do some work .	• I promised I'd be on time . I mustn't be late • The baby is sleep . you mustn't shout

تستخدم **must** للأستنتاج القوى أو لترجيح أمر

1-father is not at home , or at the office . he must be at the club .
2-my husband always comes straight home from office . tonight he is little late his train must be late .
3-that man never works . he must be getting his money somewhere .
4-I always see Mr. Zaki coming home in the early morning he must be working nightshifts .

تستخدم **must have + pp** للتعبير حالياً عن أستنتاج معلق بالزمن الماضى :

he must have been miskaken (ترجيح)
he can't have been right . (استحالة)

10 – ought to

ought to مثل **must** فى أن لها صيغة واحدة (المضارع) و أنها تصف الماضى فى الكلام غير المباشر

he ought to work harder than he does
I told him what ought to be done
I asked him what I ought to do

تستخدم **ought to have + pp** للتعبير عن زمن ماضى

why haven't you learnt your lesson ? you ought to have learnt it yesterday

تعبر **ought to** عن التزام الشخص بواجبه فقط و هى أقوى من **should**

you ought to (should) finish your work before going out .

oughtn't to تعنى أن الفعل ما كان يجب أن يقع و بمعنى **it's wrong**

you oughtn't to talk so loud ; you might wake the baby = (it's wrong to talk so loud)

to express duty التعبير عن الواجب

you ought to obey your parents

to express obligation التعبير عن الالزام من أجل المصلحة أو الفائدة

you ought to walk . you should walk

to express probability التعبير عن الاحتمال لما سوف ممكن أن يحدث

the Nile is high this year . there ought to be a good harvest .
he works hard ; he ought to pass the examination easily.

11 - Needn't

تستخدم **needn't** للتعبير عن نفى الالزام أو إنعدام الضرورة

you needn't get up early on holidays
you needn't talk so loud . I can hear you quite well

تستخدم **needn't** لتخفيف النهى الصريح

you needn't take any more mediciene

تستخدم **won't need** كصيغة مستقبل

you won't need take a taxi . the station is very near .

تستخدم **needn't have to** لصيغة في الماضى

yesterday you needn't have phoned me . I would come myself .

Stages Of Certainty

مراحل التأكيـــــــد

1

ABSOLUTE CERTAINTY مؤكد / يقين مطلق
تستخدم **TO BE** أو أى فعل فى زمن المضارع البسيط **YOU ARE MISTAKEN** = (I'M VERY SURE YOU ARE MISTAKEN)
تستخدم **TO BE** أو أى فعل فى زمن الماضى البسيط **YOU WERE MISTAKEN** = (I'M VERY SURE CERTAIN YOU WERE MISTAKEN)

2

NEAR CERTAINTY أقرب الى اليقين
تستخدم **MUST BE** فى زمن المضارع **YOU MUST BE MISTAKEN** = (I THINK YOU ARE MISTAKEN)
تستخدم **MUST HAVE + PP** فى زمن الماضى **YOU MUST HAVE BEEN MISTAKEN** = (I THINK YOU WERE MISTAKEN)

3

PROBABILITY الاحتمال
تستخدم **MAY BE** فى زمن المضارع **YOU MAY BE MISTAKEN** **= (PERHAPS YOU ARE MISTAKEN BUT I'M NOT SURE)**
تستخدم **MAY HAVE + PP** فى زمن الماضى **YOU MAY HAVE BEEN MISTAKEN** **= (PERHAPS YOU WERE MISTAKEN BUT I'M NOT SURE)**

4

UNCERTAINTY الاستبعاد – ضعف الاحتمال – عدم التأكيـــد
تستخدم **MIGHT BE** فى زمن المضارع **YOU MIGHT BE MISTAKEN** **= (YOU CAN'T BE CERTAINLY MISTAKEN)**

تستخدم **MIGHT HAVE + PP** فى زمن الماضى

YOU MIGHT HAVE BEEN MISTAKEN
= (YOU CAN'T HAVE BEEN MISTAKEN FOR CERTAIN)
لا يمكن الجزم بأنك كنت مخطئ

REPORTED SPEECH

الكلام المنقول عن أخريـــن

DIRECT & INDIRECT

1 - STATEMENT
الجملة الخبرية

- تحول **SAY** الى **TELL**
- **PROTEST – POINT TO – OBJECT – EXPLAIN - COMPLAIN** تظل كما هى
- تحذف الاقواس و تضع **THAT** كأداة ربط و مع ذلك يجوز الاستغناء عن **THAT**
- تحول الضمائر حسب الحالة
- اذا كان فعل القول **SAY** فى زمن المضارع البسيط أو المستقبل البسيط فأن الازمنة و الظروف و أسماء الاشارة لا تتغير عند التحويل و يكون التغيير فقط فى الضمائر
  - **HE SAYS , "I USUALLY VISIT MY UNCLE EVERY WEEK"**
  - **HE SAYS <u>THAT</u> <u>HE</u> USUALLY VISITS <u>HIS</u> UNCLE EVERY WEEK**
  - **HE SAYS TO US , " I'M HAPPY "**
  - **HE <u>TELLS</u> US <u>THAT</u> <u>HE</u> <u>IS</u> HAPPY**
- عند نقل الكلام فى الماضى تحول المضارع الذى قيل الى ماضى

	WAS
	WERE
AS	**HAD**
	COULD
	WOULD
	MIGHT
	SAW

- و يحول الماضى الى الماضى التام **HAD + PP**

	HAD BEEN
	HAD BEEN
	MAY HAVE BEEN
	HAD BEEN
	MUST HAVE BEEN
SE	**MIGHT HAVE BEEN**

- كما تحول أسماء الاشارة و ظروف الزمان و المكان عند الضرورة

Direct	**Indirect**
	That
	Those
	There
	Then
	That day
	That night
y	**The next day**
	The day before
/ month	**The following week / month**
evening / last night	**The night before**

	Before
efore yesterday	Two days ago
fter tomorrow	In two day's time

- **He said , " it is hot today "**
- **He said that it was hot that day**
- **He said , " I took a car "**
- **He said that he had taken a car**
- **He said to me , " I went to Tanta with my father yesterday "**
- **He told me (that) he had gone to Tanta with his father the day before**
- **She said to her friend , " this was my school "**
- **She told her friend (that) that had been her school**

- أحيانا لا يقتضى الامر تغيير أزمنة الافعال داخل الاقواس خاصة أذا ترتب على ذلك اضطراب المعنى .

He said , " my name is Ahmed "
He said that his name is Ahmed

He said to me , " my father enjoys good health "
He told me that his father enjoyed good health (but doesn't now)

The teacher said to us , " the earth is round "
The teacher told us the earth is round .

- اذا كان الحديث المباشر يحتوى على جملتين خبرتين فنربطهما معا بالعبارة **and that / and added that**

the man said , " I know that it is wrong . I shall try to do it better tomorrow "
the man said <u>that</u> he knew <u>that</u> it was wrong <u>and added that</u> he would try to do it better <u>the next day</u>

- قد تأتى جملة **he said / said he** فى أخر الجملة فعندتحويلها الى كلام غير مباشر نبدأ الجملة بـــــ **he said**

" I went to the cinema yesterday " , he said
he said (that) he had gone to the cinema the day before .

- اذا أحتوى الكلام المباشر على المنادى فعندالتحويل نفترض أن جملة القول هى **((said to +** أسم المخاطب **))**

" you can phone me from your office , Ahmed " , said Alice
Alice told Ahmed (that) he could phone her from his office .

- اذا بدأت جملة الحديث المباشر بكلمة **yes** فنحذفها عند التحويل و تحول كلمة **said** الى **Answered in affirmative** بمعنى **(** أجاب بالأثبات **)** أو **agree** أو **acknowledged** بمعنى **(** أقــر **)** أو **admitted** بمعنى **(** أعتـــرف **)** أو **(** سلم بــ **) .**

He said , " yes , this is my coat "

He <u>answered in affirmative</u> (that) that it was his coat
= (he <u>acknowledged</u> / <u>admitted</u> that it was his coat .

- اذا بدأت جملة الحديث المباشر بكلمة **no** نحذفها و تحول **said** الى **Answered in the negative** (أجاب بالنفى) أو **refused** (رفض) أو **denied** (أنكر)

He said , " no , it isn't ."
He answered in negative (that)it was not
= (he denied it to be so)

- اذا كانت الجملة المباشرة على صورة تحية مثل **good morning** تحول **said** الى **wished**

He said to me , " good morning . it is fine today "
He wished me good morning and added that it was fine that day

- اذا جاءت كلمة وداع مثل **good-bye** فى الكلام المباشر تحول **said** الى **bade**

He said to me , " goodbye . I shall see you next week "
He bade me goodbye and added that he would see me the following week .

- اذا جاءت كلمة شكر فى الحديث المباشر تحول **said** الى **thanked**

He said to me , " thank you very much "
He thanked me very much

- اذا جاءت كلمة اعتذار مثل **I'm sorry** تحولها الى **he apologized**
- اذا جاءت **must , needn't , mustn't** بمعنى **necessity** أو الالتزام **compulsion** لحظة التكلم (مضارع) فتحول الى الماضى فى الكلام غير المباشر .

Must – had to
Needn't – didn't have to
Mustn't – wasn't to

He said , " I must go now "
He said he had to go then .

He said , " I needn't go "
He said he didn't have to go .

He said , " I mustn't go "
He said he wasn't to go .

- اذا كان الكلام له علاقة بالمستقبل فيكون التغيير كالتالى

Must – would have to
Needn't – wouldn't have to
Mustn't – wasn't to

He said , " I must go next week "
He said he would have to go the following week

He said , " I needn't go next week "
He said he wouldn't have to go the following week

He said , " I mustn't go next week "
He said he wasn't to go the following week

- اذا جاءت **must** بمعنى التأكد أو اليقين لا تتغير و كذلك **mustn't** فى حالة المنع أو النهى

she said , " he must be tired "
she said he must have been tired

he said to us , " you mustn't cross the road against the red light "
he told us we mustn't cross the road against the red light .

- اذا جاءت جملة **come here** فى الكلام المباشر تتحول الى **go there** فى الكلام غير المباشر

He said to me , " I shall come here tomorrow "
He told me that he would go there the next day .

- الافعال الناقصة التالية لا تتغير عند التحويل من كلام مباشر الى كلام غير مباشر

He said , " I would help if I could "
He said that he would help me if he could

" You ought to read the instructions ," said he .
he advised me to read the instructions .

2 - COMMANDS AND REQUESTS
صيغة الأمـــــر و صيغة الطلـــــب

1 - تحول **SAID** حسب الجدول التالى :

DIRECT	INDIRECT	الحالة
SAID/SAID TO	ORDERED / COMMANDED	من سيد الى خادمه
SAID/SAID TO	ADVISE	نصيحة من طبيب / مدرس / والد
SAID/SAID TO	BEGGED / PRAYED	رجاء بدون كلمة **PLEASE**
SAID/SAID TO	ASKED / TOLD / REQUESTED	من شخص لشخص مساو له المقام
SAID/SAID TO	WARNED	للتحذير و النهى
SAID/SAID TO	REMINDED	للتذكير
SAID/SAID TO	WANTED / WISHED	للرغبة
SAID/SAID TO	THREATENED	للتهديد

2 – نضع **TO** قبل مصدر الفعـــــــــل

3 – فى حالة النهى نحذف **DON'T** و تكتب **NOT TO** قبل المصدر

4 – تحول الضمائر حسب الحالة فى الجملة

- **THE OFFICER SAID TO HIS MEN , " FIRE "**
- **THE OFFICER ORDERED HIS MEN TO FIRE**

- **HE SAID TO THE SERVANT , " CLEAN MY ROOM AND SHUT THE DOOR "**
- **HE ORDERED THE SERVANT TO CLEAN HIS ROOM AND SHUT THE DOOR**

- **THE DOCTOR SAID TO ME , " GIVE UP SMOKING AND GO TO BED EARLY"**
- **THE DOCTOR ADVISED ME TO GIVE UP SMOKING AND GO TO BED EARLY**

- **" OPEN THE DOOR FOR ME " SHE SAID TO ME**
- **SHE ASKED ME TO OPEN THE DOOR FOR HER**

- **SHE SAID , " REMEMBER TO THANK YOUR TEACHER "**
- **SHE REMINDED ME TO THANK MY TEACHER**

- **" DON'T MAKE SO MUCH NOISE " SHE SAID TO THE CHILDREN**
- **SHE WARNED THE CHILDREN NOT TO MAKE SO MUCH NOISE**

3 – QUESTIONS
الجمل الاستفهامية

- تحول SAID أو SAID TO الـــــــــــــى
ASKED / ENQUIRED / WANTED TO KNOW / WONDERED
- اذا كان السؤال بـ هل نضع IF أو WETHER و تحول الجملة الاستفهامية الى خبرية .
- تحذف DO أو DOES و تحول الفعل الى الماضى و تحذف DID و تحول الفعل الى الماضى التام
- أو تستخدم أداة الاستفهام الموجودة رابطاً

WHAT / WHEN / WHERE / WHY / HOW ……………

- تحول الضمائر حسب الحالة
- تحذف علامة الاستفهام

HE SAID TO ME , " WHERE DO YOU GO ? "
HE ASKED ME WHERE I WENT

HE SAID TO ME , " WHERE DID YOU GO YESTERDAY ?"
HE WANTED TO KNOW WHERE I HAD GONE THE DAY BEFORE

HE SAID , " ARE YOU READY ? "
HE WONDERED IF I WAS READY

- اذا كان السؤال يبدأ بـ ((WOULD YOU MIND + GERUND تحول الى
- ملحوظة (أسم المصدر = GERUND)

HE ASKED ME TO + INFINITIVE
HE WANTED ME TO + INFINITIVE

HE SAID , " WOULD YOU MIND OPENING THE DOOR ?"
HE ASKED ME TO OPEN THE DOOR .
HE WANTED ME TO OPEN THE DOOR .

- اذا كان السؤال يبدأ بـ (WOULD YOU LIKE TO + INFINITIVE)
تحول الى **HE SUGGESTED + GERUND**

HE SAID , " WOULD YOU LIKE TO HAVE A CUP OF TEA ? "
HE SUGGESTED HAVING A CUP OF TEA

- اذا كان السؤال يبدأ بـ (WOULD YOU LIKE + NOUN) تحول الى
(HE OFFERED ME + NOUN)

HE SAID , " WOULD YOU LIKE TEA ? "
HE OFFERED ME TEA .

- اذا كان السؤال يبدأ بـ (WHAT ABOUT + NOUN / GERUND)
تحول الى (HE SUGGESTED + NOUN / GERUND)

"WHAT ABOUT TEA ? " HE SAID
HE SUGGESTED TEA
"WHAT ABOUT GOING TO THE CINEMA TONIGHT ?" HE SAID
HE SUGGESTED GOING TO THE CINEMA THAT NOGHT .

- اذا كان السؤال يبدأ بـ (WHY DON'T YOU ……….?)
تحول الى (SUGGESTED + GERUND) أو (ADVISED +TO+INFINITIVE)

"WHY DON'T YOU ASK HIM ? " HE SAID .
HE SUGGESTED ASKING HIM
=(HE ADVISED ME TO ASK HIM) .

- اذا كان السؤال يبدأ بـ (COULD YOU) للتعبير عن الطلب تحول الى
(مصدر + TO + مفعول + ASKED)

"COULD YOU SIGN THE REPORT , PLEASE ? " HE SAID .
HE ASKED ME TO SIGN THE REPORT .

- اذا كان السؤال يبدأ بـ (COULD I HAVE) للتعبير عن الطلب تحول الى (ASKED …FOR)

"COULD I HAVE A CUP OF TEA ? " HE SAID
HE ASKED ME FOR A CUP OF TEA . / OR / SHE ORDERED TEA .

KINDS OF SENTENCES
أنواع الجمـــــل

THE SIMPLE SENTENCE
THE COMPOUND SENTENCE
THE COMPLEX

1 - THE SIMPLE SENTENCE
الجمـــــــلة البسيـــــطة

IT CONSISTS OF ONE SUBJECT AND ONE PRINCIPAL VERB . IT DOES NOT CONTAIN A JOINING WORD OR A CONJUNCTION . IT HAS A COMPLETE MEANING .

تحتوى على فاعل واحد و فعل رئيسى واحد و لا تحتوى أى رابط أو كلمة ربط و هى جملة ذات معنى متكامل .

THE NILE RUNS FROM CENTRAL AFRICA TO EGYPT
يَجرى النيلُ مِنْوسط أفريقيا إلى مصر
OUR SOLDIERS WERE ABLE TO CROSS THE SUEZ CANAL DESPITE THE BAR-LEV BARRIER
جنودنا كَانوا قادرين على عُبُور قناة السويس بالرغم مِنْ مانع بارليف
WE HAVE BEEN LIVING HERE FOR SEVEN YEARS
نحن نَعِيشُهنا لسبع سَنَواتٍ
HE MUST BE TIRED AFTER SUCH AN AMOUNT OF WORK
يجب أنْ يُتعَبَبعد مثل هذا كميةِ العملِ
HE SUFFERS FROM A CHRONIC ILLNESS
يَعاني مِنْمرض مُزمن
HE VISITED US WITHOUT BEING INVITED
زارَنا بدون أَنْ نُدْعَيه

JOINING TWO SIMPLE SENTENCES TO FORM ONE SIMPLE SENTENCE
ربط جملتين بسيطتين لتكوين جملة بسيطة واحدة

بأستعمال صفة أو عبارة وصفية :

THE BOY IS CLEVER . HE ANSWERS WELL
- **THE CLEVER BOY ANSWERS WELL**

THE SOLDIERS ARE ON THE FRONT LINES . THEY PROTECT THE OTHER TROOPS
- **THE SOLDIERS ON THE FRONT LINES PROTECT THE OTHER TROOPS**

بأستعمال تعبير من أسم الفاعل:

HE HAD FINISHED HIS COMPOSITION . HE REVISED IT
- **HAVING FINISHED HIS COMPOSITION , HE REVISED IT**

THE DAY WAS HOT . I COULD NOT GO OUT .
- **THE DAY BEING HOT , I COULD NOT GO OUT**

بأستعمال حرف جـــــــــر :

THIS BOY SUCCEEDS . HE WORKS HARD
- **THIS BOY SUCCEEDS BY WORKING HARD**

HE WROTE HIS COMPOSITION . NO ONE HELPED HIM .
- **HE WROTE HIS COMPOSITION WITHOUT HELP FROM ANYONE**

بأستعمال المصـــــــــــدر :

HE WENT TO TANTA . HE WISH TO VISIT HIS UNCLE
- **HE WENT TO TANTA TO VISIT HIS UNCLE**

THE BOY WANTED TO GO THE CINEMA . HE ASKED HIS FATHER
- **THE BOY ASKED HIS FATHER TO LET HIM GO TO THE CINEMA .**

THE MAN WAS VERY WEAK . HE COULD NOT WALK

- . THE MAN WAS TOO WEAK TO WALK .

2 - THE COMPOUND SENTENCE
الجمــــــــلة المركبة

It consists of two or more simple sentences joined by a coordinating conjunction حرف عطف like

And	و
Both……and	كلا …… و
Not only ….but also	لَيسَ فقط … لكن أيضاً
As well as	بالإضافة إلى
But	لكن
Yet	رغم ذلك
However	على أية حال
Nevertheless	على الرغم من هذا
Still	ما زالَ
Thus	هكذا
So	لذا
Therefore	لذا
Either….or	أمّا … أَو
Or … otherwise	أَو … ما عدا ذلك
Neither …..nor	لا …. . ولا

And	تستعمل لربط جمل لها نفس الفاعل أو الفعل أو المفعول The boy opened the door . the boy walked into the room The boy opened the door and walked into the room My father was happy . I was happy , too My father and I were (both) happy . I read the letter . I singed it . I read the letter and singed it .
Both……and	تستعمل لربط جملتين فيهما فاعلان لنفس الفعل ALI likes mangoes , AHMED likes mangoes Both ALI and AHMED like mangoes أو لأجتماع صفتين على مبتدأ واحد She is both rich and beautiful أو لوجود مفعولين لفاعل واحد و فعل واحد He speaks both English and French .
Not only ….but also	He listens carefully in class , he works hard at home He not only listens carefully in class but also works hard at home
As well as	He speaks English , he speaks French He speaks English as well as French I as well as he , am clever He , as well as I , is clever
But / nevertheless However / yet	لربط جملتين بسيطتين متناقضتين Winter is cold , summer is hot Winter is cold but summer is hot He is blind . he found his way

	He is blind (but / nevertheless) he found his way
(And) then	**he said a few words . we left** **he said a few words (and) then we left .** ملحوظة ممكن حذف كلمة **and**
So **Therefore** **Thus**	كلها تعبر عن نتيجـــــــــــة **He was very tired . he could not walk** **He was very tired , (so /thus / therefore) he could not walk** **He was very tired (consequently)** و لذلك **he could not walk** **She was sick . she went to the doctor** **She was sick (hence)** لذلك **she went to the doctor**
Either….or **Otherwise**	للأختيار من بين بدائل **You must study hard . you will not get high marks** **Either you study hard or you will not high marks** **You either study hard or get low marks** **You must study hard otherwise you will not get high marks** اذا اجتمع فى الجملة فاعلان على فعل واحد فأن الفعل يتبع الفاعل الثانى (القريب من) **Either I or he is to blame** **Either he or I'm to blame**
Neither …..nor	تستخدم لنفى فعلين أو فاعلين **He cannot read . he cannot write** **Ha can neither read nor write** **He did not come early . he did not stop talking either** **Neither did he come early nor did he stop talking**

3 - THE COMPLEX SENTENCE
الجمـــــــلة المعقدة

تتكون من
1- جملة رئيسية و هى تؤدى معنى كامل فى حد ذاتها **principal clause**
2- جملة تابعة (شبه جملة أسمية أو فعلية - أو أكثر) تضيف للمعنى دون أن يكون لها معنى بمفردها
3- اداة ربط تسبق كل جملة تابعة

While **(joining word)**	**I was walking in the street** **(subordinate clause)**	**I met ALI** **(principal clause)**

SUBORDINATE CLAUSES ARE OF THREE KINDS		
NOUN CLAUSE	**ADJECTIVAL CLAUSE**	**AVERBIAL CLAUSE**

1 - THE NOUN CLAUSE

يمكن أن تكون مبتدأ / مفعول / مجرور

- **<u>WHAT HE SAID</u> WASN'T TRUE** مبتدأ
- **I HEARD <u>WHAT HE SAID</u>** مفعول به
- **I DON'T BELIEVE <u>IN WHAT HE SAID</u>** مجرور

CONJUNCTIONS BEFORE A NOUN CLAUSE

الروابط

- **WHAT**

WHAT HE SAID WAS OF LITTLE VALUE

- **THAT**

THAT HE IS GENEROUS WASKNOWN TO EVERYONE

- **WHEN**

HAVE YOU ANY IDEA WHEN HE SHOULD ARRIVE ?

- **WHERE**

I KNOW WHERE YOU LIVE

- **WHY**

I KNOW WHY HE FAILED

- **WHOSE**

I CANNOT TELL WHOSE CAR IT IS

- **HOW**

SHE KNOWS HOW A CAKE IS MADE

- **HOW MUCH**

I WAS ASTONISHED متعجب HOW MUCH THEY WANTED

- **HOW MANY**

GUESS HOW MANY THEY WERE

- **HOW DEEP**

HE HAS NO IDEA HOW DEEP THE LAKE IS

- **HOW HIGH**

I KNOW HOW HIGH THE TOWER IS

- **HOW LONG**

IMAGINE HOW LONG ROAD WAS

- **HOW BOARD**

HE ASKED HOW BOARD WE WANTED THE TABLE

- **HOW FAR**

YOU MUST CONSIDER HOW FAR WE'LL HAVE TO GO

- **HOW OLD**

FANCY HOW OLD THE PYRAMIDS ARE

- **HOW TALL**

WRITE DOWN HOW TALL EACH IS

2 - THE ADJECTIVAL CLAUSE

تعمل عمل الصفة الا انها تعقب الموصوف و تبدأ عادة بأسم موصـــــــــــول :

1- WHO

A MAN WHO DOES NOT WORK DOES NOT DESERVE TO BE FED

2-WHOM

THE GIRL WHOM YOU LOVE IS COMING TO THE TEA PARTY

3-WHICH

ONE TOWN WHICH IS CALLED ALEXANDRIA IS IN USA.

4-WHOSE

WE SAT IN THE SHADE OF THE TREE WHOSE BRANCHES WERE THICK

5-THAT

THE BOX THAT HE WANTS IS FULL OF SUGAR

6-WHEN

THE HOUR WHEN HE ARRIVED WAS ILLSTARRED منحوسة

7-WHERE

THE WORKMEN COULDN'T HELP DESTROYING THE PLACE WHERE THE TREASURE WAS BURIED

العُمّال لا يَستطيعونَ أَنْ يُساعدوا على تَحْطيم المكانِ حيث الكنزِ دُفِنَ

3 - THE ADVERBIAL CLAUSE

تعمل العبارة التابعة الظرفية عمل الظرف و تنقسم الى

CLAUSE OF TIME	شبه جملة ظرف الزمان
CLAUSE OF PLACE	شبه جملة ظرف المكان
CLAUSE OF CAUSE	شبه جملة بيان السبب
CLAUSE OF PURPOSE	شبه جملة المفعول لأجله
CLAUSE OF CONTRAST	شبه جملة التعارض – التناقض
CLAUSE OF RESULT	شبه جملة النتيجة
CLAUSE OF MANNER	شبه جملة الحال – الكيف
CLAUSE OF COMPARISON	شبه جملة المقارنة
CLAUSE OF CONDITION	شبه جملة فعل الشرط

كل أداة ربـــــــــط فى **CLAUSE** يليهــــا فاعـل و فعـل :::::::::::

1 – CLAUSE OF TIME

- **I'LL MEET HIM TOMORROW . (ADVERB)** ظرف
- **I'LL MEET HIM ON HIS ARRIVAL . (PHRASE)** عبارة
- **I'LL MET HIM WHEN HE ARRIVES . (CLAUSE)** شبه جملة – بند

CONJUNCTIONS CLAUSE أدوات الربط فى الـــــ	PERPOSITION PHRASE حروف الجر المقابلة فى
WHEN / WHENEVER	**IN / AT / ON**
WHILE / AS	**WHILE / DURING**
AFTER	**AFTER / HAVING + PP**
BEFORE	**BEFORE**
SINCE / EVER SINCE	**SINCE**
AS SOON AS	**IMMEDIATELY ON**
NO SOONER ….THAN HARDLY………..WHEN SCARCELY……..WHEN	**IMMEDIATELY AT IMMEDIATELY AFTER JUST AFTER**
TILL / UNTILL	**TILL / UNTILL**

COMPLEX SENTENCE تبدأ الجملة المعقدة بالعبارة الرئيسية أو الظرفية سواء ::::::::::

WHEN :

- **WHEN HE COMES I'LL GIVE YOU A RING**
- **WHEN THE SUN RISES FARMERS GO TO THEIR FIELDS**
- **I WAS SLEEPING WHEN HE ARRIVED**
- **THE HOUR HE ARRIVED , I WAS SLEEPING**

WHILE / AS

- **WHILE I WAS WALKING IN THE STREET I MET ALI**
- **HER TEARS RAN AS SHE WAS READING HIS LETTER**

AFTER

- **I'LL START WORKING AFTER I EAT**
- **I'LL START WORKING AFTER I'VE EATEN**
- **AFTER I HAD EATEN I STARTED TO WORK**

BEFORE

- **I WASH BEFORE I HAVE MY BREAKFAST**
- **WE AGREED UPON EVERY THING BEFORE WE PARTED**

إتَّفقنا على كُلّ شيءٍ قَبْلَ أَنْ نفترق

- **I HAD EATEN BEFORE I SAT TO WRITE**

SINCE

- **I HAVE BEEN HERE SINCE I ARRIVED FROM MY VILLAGE**

AS SOON AS

- **AS SOON AS HE REACHED THE AIRPORT HE GAVE US A RING**

NO SOONER…………THAN

- **NO SOONER HAD SHE ARRIVED THAN IT BEGAN TO RAIN**
- **HARDLY HAD I SEEN HIM WHEN HE DISAPPEARED**

SCARCELY …………WHEN

- **SCARCELY HAD HE COME IN SIGHT WHEN SHE SHOT HIM**

TILL / UNTILL

- **I'LL WAIT FOR HIM UNTILL HE COMES**
- **I'LL NOT LEAVE UNTILL HE HAS SIGNED MY PAPERS**

2 – CLAUSE OF CAUSE

CONJUNCTIONS CLAUSE أدوات الربط فى الـــــ	PERPOSITION PHRASE حروف الجر المقابلة فى
BECAUSE SINCE AS	BECAUSE OF OWING TO DUE TO ON ACCOUNT OF OUT TO THROUGH FOR AS A RESULT OF BEING لكونه (ADJ) THANKS TO بفضل - بسبب

BACAUSE

- **I DID NOT PAY HIM BECAUSE I HAD NO MONEY**

أنا لَمْ أَدْفعْه لأنني ما كَانَ عِنْدي مالُ

- **I DID NOT PAY HIM AS I HAD NO MONEY**

أنا لَمْ أَدْفعْه بينما ما كَانَ عِنْدي مالُ

- **I DID NOT PAY HIM SINCE I HAD NO MONEY**

أنا لَمْ أَدْفعْه منذ ما كَانَ عِنْدي مالُ

- **HE WAS ABSENT DUE TO ILLLESS**
- **HE WAS ABSENT BECAUSE OF HIS ILLLESS**
- **BEING ILL , HE WAS ABSENT**

SINCE

- **SINCE HE IS CLEVER HE WILL GET HIGH MARKS**
- **BEING CLEVER HE WILL GET HIGH MARKS**
- **SINCE HE WAS LAZY HE DID NOT SUCCEED**

AS

- **AS THEY DIDN'T PLAY , THEY LOST THE GAME**
- **THEY LOST THE GAME THROUGH BAD PLAY**
- **THEY LOST THE GAME OWING TO BAD PLAY**
- **THEY LOST THE GAME FOR LACK OF GOOD PLAY**
- **SHE STAYED IN BED AS SHE WAS ILL**
- **BEING ILL SHE STAYED IN BED**

3 – CLAUSE OF PURPOSE

CONJUNCTIONS	PERPOSITION

CLAUSE أدوات الربط فى الــــــ	PHRASE حروف الجر المقابلة في
THAT SO THAT IN ORDER THAT IN THE HPOE THAT FOR FEAR THAT LEST	IN ORDER TO لكى SO AS TO لكى TO الى FOR THE PURPOSE OF لغرض FOR FEAR OF لخوف SO AS NOT TO لكى لا

PRESENT	***THAT***	**MAY + INFINITIVE**
PAST	***SO THAT*** ***IN ORDER THAT***	**MIGHT + INFINITIVE**

دائماً تحمل الجملة الغرضية (التى تعمل عمل المفعول لأجله) معنى ::::::

HOPE / WANT / WISH / AIM

- HE'S RUNNING FAST . HE WANTS TO CATCH THE BUS
- HE RUNS FAST SO THAT HE MAY CATCH THE BUS
- HE RAN FAST HE WANTED TO CATCH THE BUS
- HE RAN FAST SO THAT HE MIGHT CATCH THE BUS

ANY TENSE	***LEST*** ***FOR FEAR THAT***	**SHOULD + INFINITIVE**

- HE WORKS HARD HE IS AFRAID TO FAIL
- HE WORKS HARD LEST HE SHOULD FAIL
- HE GOT UP EARLY HE WAS AFRAID TO MISS THE TRAIN
- HE GOT UP EARLY FOR FEAR THET HE SHOULD MISS THE TRAIN

4 – CLAUSE OF CONTRAST

CONJUNCTIONS CLAUSE أدوات الربط فى الــــــ	PERPOSITION PHRASE حروف الجر المقابلة في
1-ALTHOUGH بالرغم من THOUGH بالرغم من EVEN THOUGH و مع ذلك EVEN IF حتى لـــــو	1- IN SPITE OF DESPITE EVEN IN CASE OF
2- HOWEVER	REGARDLESS OF / FOR ALL بغض النظر عن / لكُلّ
3- WHATEVER	REGARDLESS OF / FOR ALL NOT WITH STANDING لَيسَبالموقف
4- ADJECTIVE + AS مع أن	WITH ALL

ALTHOUGH / THOUGH / EVEN THOUGH / EVEN IF

HE IS POOR . HE IS HAPPY

ALTHOUGH HE IS POOR HE IS HAPPY (COMPLEX)

IN SPITE OF BEING POOR HE IS HAPPY (SIMPLE)
IN SPITE OF HIS POVERTY HE IS HAPPY (SIMPLE)

HOWEVER يأتى بعدها صفة

- **ALTHOUGH HE WAS POOR HE WAS HAPPY (COMPLEX)**
- **HOWEVER HE WAS POOR , HE WAS HAPPY (COMPLEX)**
- **REGARDLESS OF HIS POVERTY HE WAS HAPPY (SIMPLE)**

WHATEVER يأتى بعدها أسم أو ضميــــــر

- **ALTHOUGH HE TELLS LIES , YOU BELIEVED HIM . (COMPLEX)**
- **WHATEVER LIES HE TELLS YOU BELIEVED HIM . (COMPLEX)**
- **YOU BELIEVED HIM WHATEVER (LIES) HE TOLD . (COMPLEX)**

ADJECTIVE + AS

- **ALTHOUGH HE IS POOR HE IS HAPPY**
- **POOR AS HE IS , HE IS HAPPY**
- **ALTHOUGH HE WAS EDUCATED HE BEHAVED BADLY**

بالرغم من أنّه متعُلَّم . تَصرَّف بشكل سيئ

- **EDUCATED AS HE WAS , HE BEHAVED BADLY**

متعلّم ، تَصرَّف بشكل سيئ بينما هو

5 – CLAUSE OF RESULT

حينما يترتب أثر على صفة المبتدأ أو حال الفعل

COMPLEX SENRENCE

PRINCIPAL CLAUSE	REST OF THE SENTENCE
SUBJECT +VERB+(SO)+ADJ./ADV. SUBJECT+VERB+(SUCH)+NOUN	(THAT)+CLAUSE OF RESULT (THAT)+CLAUSE OF RESULT

SIMPLE SENTENCE

PRINCIPAL CLAUSE	REST OF THE SENTENCE
SUJECT + ADJ. / ADV. + (ENOUGH)	PREPOSITIONAL PHRASE (FOR…) INFINITIVE PHRASE (TO…….)
SUBJECT + VERB + (TOO) + ADJ. / ADV.	PREPOSITIONAL PHRASE (FOR…) INFINITIVE PHRASE (TO…….)

THE LESSON IS (VERY / QUITE) EASY . A CHILD CAN DO IT .

- ***The lesson is easy enough for a child to do . (simple)***
- ***The lesson is too easy to be a test . (simple)***
- ***The lesson is so easy (that) a child can do it . (complex)***
- ***The lesson is so easy (that) it mustn't be a test . (complex)***
- ***It is such an easy lesson (that) a child can do it . (complex)***
- ***It is such an easy lesson (that) it cannot be a test .(complex)***

HE HID WELL ; HENCE HE COULD NOT BE DISCOVERED . (COMPOUND)

إختفى حَسناً؛ لِذلك هو لا يُمْكن أنْ يُكتَشفَ

- ***He hid too well to be discovered . (simple)***
- ***He hid well enough to remain safe . (simple)***
- ***He hid so well (that) he could not be discovered . (complex)***
- ***He hid so well (that) he remained safe . (complex)***

- *He hid in such a way (that)he could not be discovered . (complex)*
- *He made such hiding (that) he remained safe . (complex)*

استخدام **such** بدلاً من **so**

- **the tea is to hot that I can't drink it**

it is such a hot tea that I can't drink it

- **the man was so busy that I couldn't meet him**

he was such a busy man that I couldn't meet him

و قد يلزم تحويل **to be** الـــى **to have**

- **He is such a strong man that he can defeat his rival**

He has such strength that he can defeat his rival

- **He was such a clever boy that he passed the examination**

He had such a cleverness that he passed the examination

و يمكن أن نبدا الجملة بـ **so** فتتبعها الصفة ثم الفعل يسبق الفاعل كما فى صيغة الاسئلة .

- **He is so polite that he respects every one**

So polite is he that he respects every one

- **He was so clever that he passed the examination**

So clever was he that he passed the examination

و بالمثل يمكن البدء بـ **such**

- **Such a polite man was he that he respected everyone**

Such a surprise did they get that they were struck dumb

يا لها من مفاجأةٍ جعلتهم وجموا و خرسوا

SO AND SUCH

Such + a / an + adj. + noun	So + adj. + a / an + noun
Such a nice girl *Such a long time* *Such a wonderful view*	*So nice a girl* *So long a time* *So wonderful a view*

تحويل **so** الى **such**

1- حذف الفاعل و احلال محله بضمير مناسب
2- نطبق قاعدة **so** أو **such** حسب الوضع الموجود

The view is wonderful

- *It is a wonderful view*
- *It is so wonderful a view*
- *It is such a wonderful view*

AHMED IS FRIENDLY

- *Ahmed is so friendly person*
- *Ahmed is so friendly a person*
- *Ahmed is such a friendly person*

6 – CLAUSE OF MANNER

CONJUNCTIONS CLAUSE أدوات الربط فى الـــــ	PERPOSITION PHRASE حروف الجر المقابلة فى
AS كما AS IF / AS THOUGH كما لو أن	ACCORDING TO IN ACCORDING WITH LIKE / AS

AS :::::::::::::

HE WORKS AS I ORDER HIM . (COMPLEX)

HE WORKS ACCORDING TO MU ORDERS . (SIMPLE)
ANSWER THE QUESTIONS AS I HAVE TAUGHT YOU . (COMPLEX)
ANSWER THE QUESTIONS ACCORDING TO THOSE EXAMPLES . (SIMPLE)
HE ANSWERED AS I INSTRUCTED HIM . (COMPLEX)
HE ANSWERED IN ACCORDANCE WITH MY INSTRUCTIONS

AS IF – AS THOUGH ::::::::

HE WALKS PROUDLY AS IF HE WERE A KING . (COMPLEX)

HE WALKS PROUDLY LIKE A KING . (SIMPLE)
HE WALKS PROUDLY IN A KINGLY WAY .
HE SWAM AS THOUGH HE HAD BEEN A CHAMPION . (COMPLEX)
HE SWAM LIKE A CHAMPION . (SIMPLE)

7 – CLAUSE OF COMPARISON

CONJUNCTIONS CLAUSE أدوات الربط فى الـــــ	PERPOSITION PHRASE حروف الجر المقابلة فى
1-AS……..AS مثـــــــــل	EQUAL IN
2-NOT AS…..AS ليس كمثـــــــــل	DIFFERENT IN
3-MORE…..THAN مقارنة بين أثنين	NOT EQUAL IN
4-THE MORE…THE MORE كلما........كلما	NOT THE SAME OF ………

AS…………..AS
HE IS AS TALL AS I AM
WE ARE EQUALLY TALL

NOT AS ……AS / NOT SO ……..AS
HE IS NOT SO CLEVER AS I AM
WE ARE NOT EQUAL IN CLEVERNESS
WE ARE NOT EQUALLY CLEVER

THAN
I AM STRONGER THAN HE IS
WE ARE NOT EQUAL IN STRENGTH
WE ARE NOT EQUALLY STRONG

THE………THE…….
THE MORE HE STUDIES THE BETTER HE GETS
THE HARDER YOU WORK THE MORE YOU GAIN

8 - THE CONDITIONAL CLAUSE
الجملة الشـــــــرطيــــــــــــة

تتكون الجملة الشرطية من شقين

الاول : جملة الشرط و هى التى تبدأ بكلمة **IF** أو **UNLESS** و تحتوى على شرط .

الثانى : جملة جواب الشرط و هى الـــ **PRINCIPAL CLAUSE**

أنواع الجملة الشرطية

TYPE 1
اذا كانت الجملة الشرطية تعبر عن حدث راجح لتوافر ظروف حدوثه فيكون فعل الشرط فى المضارع و جواب الشرط فى المستقبل البسيط أو المضارع البسيط . **IF HE WORKS HARD , HE WILL SUCCEED** **IF HE RUNS FAST , HE WILL CATCH THE TRAIN**
TYPE 2
اذا كانت تعبر عن حدث من غير المرجح حدوثه فيكون فعل الشرط فى الماضى البسيط و يكون جواب الشرط (المصدر + **WOULD**) و و بالرغم من أن صيغة الفعل فى الماضى إلا إنه يشير الى المضارع بمعنى **IT'S IMPROBABLE** (من غير المنتظر – على سبيل الفرض) **IF HE WORKED HARD , HE WOULD SUCCEED .** **IF HE RAN FAST HE WOULD CATCH THE TRAIN .**
TYPE 3
اذا كانت الجملة الشرطية تعبرعن حدث لم يتحقق بالماضى يكون فعل الشرط فى الماضى التام **(HAD + PP)** و يكون جواب الشرط **(WOULD HAVE + PP)** و هو ما يسمى بأسلوب الشرط الممتنع **IF HE HAD WORKED HARD , HE WOULD HAVE SUCCEEDED .** **IF HE HAD RUN FAST , HE WOULD HAVE CAUGHT THE TRAIN .**

IF ONLY / I WISH

1- نستخدم الفعل **WISH** أو العبارة **IF ONLY** مع زمن الماضى البسيط للتعبير عن أمنية غير متحققة فى المضارع :

I WISH AIR TRAVEL WAS LESS EXPENSIVE
I WISH I SAW HIM NOW
I WISH I KNEW THE ANSWER
I WISH I COULD STAY A BIT LONGER

يمكن أن تأتى **WOULD** أو **WOULDN'T** بعد **WISH** للتعبير عن الشكوى

I WISH YOU'D BE MORE CAREFUL
I WISH YOU WOULDN'T DROP YOUR CIGARETTE ASH ON THE CARPET

2 - نستخدم الماضى التام **HAD + PP** بعــــد **WISH** أو **IF ONLY** للتعبير عن أمنية لم تتحقق فى الماضى

I WISH I HAD SEEN HIM LAST NIGHT

3 - نستخدم **COULD** للتعبير عن أمنية للمستقبل مع الضمائر **I / WE** فقط و نستخدم **WOULD** مع باقى الضمائر

I WISH I COULD BE WITH YOU
I WISH WE COULD MEET SOON
I WISH YOU WOULDN'T MAKE SO MUCH NOISE

4- نستخدم **WISH** أو **IF ONLY** بمعنى **IF** فى الحالتين الثانية و الثالثة

I WISH I SAW AHMED , I WOULD INVITE HIM TO DINNER
IF ONLY I HAD SEEN AHMED , I WOULD HAVE INVITE HIM TO DINNER

IF NOT = UNLESS

تستعمل **UNLESS** فى جميع قواعد **IF** و هى بمعنى **IF NOT**

IF HE DOES NOT MANAGE THE MONEY WELL , I WON'T LEND HIM AGAIN
=(((UNLESS HE MANAGE THE MONEY WELL , I WON'T LEND HIM AGAIN)))

IF SHE HAD NOT MADE THAT MISTAKE , SHE WOULD HAVE PASSED THE EXAM
=(((UNLESS SHE HAD MADE THAT MISTAKE , SHE WOULD HAVE PASSED THE EXAM)))

OMMISSION OF ((IF)) حذف

1- نحذف **IF** من الحالة الاولى و الثانية و يحل محلها **WOULD**

IF I SEE HIM TOMORROW , I WILL TELL HIM
=(((SHOULD I SEE HIM TOMORROW , I WILL TELL HIM)))

و هنا تعبر ***SHOULD*** عن عدم اليقين ***UNCERTAINTY***

2- نحذف **IF** من الحالة الثالثة و نقدم **HAD** على الفاعل

IF I HAD HAD ENOUGH MONEY , I WOULD HAVE BOUGHT A CAR
HAD I HAD ENOUGH MONEY , I WOULD HAVE BOUGHT A CAR

3- نحذف هب فى حالة الفرض و نقدم صثقث على الفاعل

IF WERE A BIRD , I WOULD FLY .
WERE I A BIRD , I WOULD FLY .

PREPOSITIONS
حروف الجـــــر

AT
ON
BEFORE
AFTER
FROM
UNTIL
BY
BY THE TIME
BY THEN
SINCE
FOR
DURING
AGO

PREPOSITIONS OF TIME
حروف جر الوقت / الزمن

AT	تستخدم **AT** لتحديد لحظة معينة من الزمن أو جزئية متميزة **AT 5 O'CLOCK AT 11:45 AT MIDNIGHT AT NOON** **AHMED USUALLY LEAVES WORK AT FIVE O'CLOCK** عادة تحذف **AT** عند السؤال عن الوقت **WHAT TIME ……..?** **WHAT TIME ARE YOU GOING OUT THIS EVENING ?** ***AT NIGHT** **I DON'T LIKE GOING OUT AT NIGHT** ***AT THE WEEK – END / AT WEEK – ENDS** **WILL YOU HERE AT THE WEEK END ?** ***AT CHRISTMAS / AT EASTER** **WE SEE EACH OTHER AT EASTER** ***AT THE MOMENT / AT PRESENT** **MY FATHER IS BUSY AT THE MOMENT** ***AT THE END** **THE TEACHER LEAVES AT THE END OF THE CLASS** ***AT THE SAME TIME** **MONA AND I ARRIVED AT THE SAME TIME** ***AT THE AGE OF .** **ZAKI LEFT SCHOOL AT THE AGE OF 16 (OR) AT 16**
ON	تستخدم **ON** مع التواريخ و الارقام **ON 12 MARCH ON FRIDAY (S) ON CHRISTMAS DAY** **THEY GOT MARRIED ON 12 MARCH** تستخدم **ON** فى أجزاء الايام المسماة **ON FRIDAY MORNING (S) ON SUNDAY AFTERNOON(S)** **ON MONDAY EVENING(S) ON SATURDAY NIGHT(S)** **ON THE MORNING OF THE NEXT DAY** **I USUALLY GO OUT ON MONDAY EVENINGS .**
IN	تستخدم مع السنين و الشهور و الفصول و العصور **In april in 2000** **In the winter** **In the 20 th century** **In the middle ages** **They got married in 2001** تستعمل مع أكثر أجزاء الايام بشرط عدم ذكر أسماء الايام **In the morning** **In the afternoon** **In the evening** **I'll see you in the morning**

	تستخدم بمعنى (على مدى) أو (خلال مدة معينة) **We have a lot to do in the end of the year** **I learnt to drive in four weeks** ملحوظة هامة لا تستعمل **at/in/on** قبل **next / lats** **I'll see you next Friday** **They got married last march**
Before	**The post office is very busy before Christmas** **I had eaten before going to school**
After	**We had to take taxi to home after the party** **After eaten I went to bed**
From	تبين بدايـــــــــة زمن الحدث **He lives in alex. From 1990 until 2002** **I'll be at home from 7 pm to 8 pm**
Until Till	لغايـــــــــة – إلـــــــــى أن **I'll wait until it stop raining** **I was so tired this morning I stayed in bed until past eleven**
By	***By + a time = not later than*** بمعنى قبل – فى مدة لا تتجاوز **I posted the letter today , so they should receive it by Monday**
By the time	بمعنى أثناء ما – الى أن ....(مستقبلا) **It's not worth going shopping now . by the time we get to the shops they will have closed .** **I'm flying to united states this evening so by the time you receive this letter , I'll probably be in new york .** بمعنى أثناء ما – الى أن ....(بالماضـــى) **Ahmed's car broke down on the way to the party last night by the time ha arrived most of the guests had left .** **I had a lot of work to do yesterday evening by the time I finished I was very tired .**
By then	**By then = by that time** **Ahmed finally arrived at the party at midnight but by then , most of the guests had left .**
Since	تليها دائما بدايـــــــــــــة المدة و ليست المدة كلها :::: **I have lived here since 1992 .** **She has disappeared since her husband's death .**
For	تليها دائما المدة كلها :::: **I have lived here for five years .** **Ha had been absent for ages .**
During	**I'm always out at work during the day .** **I met ali during my going to office = (on my way there)**
Ago	تليها دائما (مدة كاملة ماضية) **I lived here three years ago** **He went to prison two months ago**

PREPOSITIONS OF PLACE

AT
IN
ON

حروف جر المكان

تستخدم ***AT*** للتعبير فى حالة مكان صغير أو محدود

SAMIRA WAS AT THE BUS STOP .
HE LIVE AT 30 SAIF STREET .
WE STOPPED AT A VILLAGE NEAR ALEXANDRIA .

تعبيرات ***AT*** الدالة على المكان بمعنى ***(*** عند ***)***

AT THE BUS STOP
AT THE TOP
AT THE DOOR
AT THE END OF
AT THE WINDOW
AT THE BOTTOM
AT THE FRONT
AT THE BACK
AT CROSSROADS

تستخدم ***IN*** للتعبير فى حالة مكان كبير و واسع ***(*** مدينة / بلد / قارة ***)***

SALMA WAS IN THE GARDEN .
WE LIVE IN RAMSES STREET .
WE LIVE IN ALEXANDRIA .
THEY'RE ON HOLIDAY IN SPAIN .

تعبيرات ***IN*** الدالة على المكان بمعنى ***(*** فى ***)***

IN A ROOM
IN THE WATER
IN THE SEA
IN THE NEWSPAPER
IN THE SKY
IN THE MIDDLE
IN A ROW
IN A QUEUE
IN THE HAND
IN AN ARMCHAIR
IN THE MIRROR

تعبيرات ***ON*** الدالة على المكان

ON THE CEILING
ON THE WALL
ON THE FLOOR
ON THE GOUND
ON THE WAY
ON THE CORNER OF A STREET
ON THE LEFT
ON THE FIRST FLOOR
ON THE COAST
ON THE BEACH
ON THE NOTICEBOARD
ON THE BLACKBOARD

BETWEEN & AMONG

بيــن

خلال

تستخدم ***BETWEEN*** فى الحالات الاتية

- بين شخصين أو شيئين
- ***SHE SAT BETWEEN HER FATHER AND MOTHER***
- أى شيئين مكونين من عدد كبير
- ***HE WALKED ACROSS THE GARDEN BETWEEN THE FLOWER BEDS***
- متحدث و مستمعون له

- *LADIES AND GENTLEMEN ! BETWEEN OURSELVES , I HAVE……..*

تستخدم ***AMONG*** على النحو التالى

- *THEIR HOUSE IS HIDDEN AMONG TREES .*
- *I SAW A POLICEMAN STANDING AMONG THE CROWD .*
- *AHMED IS AMONG THE BEST OF OUR STUDENTS .*
- *DIVIDE THE MONEY AMONG THE FIVE OF THEM .*

Prepositions of direction

حروف جر الاتجاهات :

Towards	Upward	Round	Around	Along
Forward (s)	Downward(s)	Back	Down	By
Backward(s)	Of	Throughout	through	Past
Out	To	Into	From	On
			Off	Up

INTO :
I KNOCKED ON THE DOOR ANE WENT INTO THE ROOM
OUT OF :
HE GOT OUT OF BED AND TOOK SOME CLOTHES OUT OF THE WARDROBE
ON AND OF :
HE GOT ON THE BUS
HE GOT OFF THE PLANE
BY AND PAST
THEY ALWAYS GO BY / PAST THE POST OFFICE
THROUGH :
I CAN SEE THE CROWD THROUGH THE WINDOW
I CAN'T SEE ANYTHING THROUGH A CLOSED DOOR

PREPOSITIONS OF LOCATION

حروف جر الموقع :

تحت	
فوق	
في	
على	
في	
تحت	
بجانب	

ن قب
فوق
تحت

THANK YOU

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